

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
UNAPPROVED MINUTES
December 4, 2002**

- I. Call to Order and Roll Call** Chair Garcia called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Iloreta, Maglalang, Mandal, and Pham
Alternate present was Abelardo
Absent: Commissioners King, Mohsin, Ortiz, Jr., and Robinson
- II. Seating of Alternates** Alternate seated was Abelardo.
- III. Pledge of Allegiance** Commissioner Maglalang led the Pledge of Allegiance.
- IV. Approval of Agenda** MOTION to approve the Agenda as submitted.

M/S: Maglalang, Mandal

Ayes: 7
- V. Approval of Minutes** MOTION to approve the Minutes of November 6, 2002.

M/S: Maglalang, Abelardo

Ayes: 6

Abstain: 1 (Mandal)
- VI. Announcements** Staff requested the Commissioners return the ECO Pass Surveys. There were questions on the ECO Pass.
- VII. Citizens' Forum** Chair Garcia invited members of the audience to address the Commission on any item not on the agenda. There were no requests.
- VIII. Liaison Reports**
- A. City Council** Councilmember Polanski introduced herself to the Commission and gave a brief summary of the most recent City Council items.

Councilmember Polanski and Vice-Mayor Dixon gave an update on holiday decorations and upcoming budget.

IX. New Business

a. Commissioner's Recognition Dinner

The Commissioner's Recognition Dinner will be held on Thursday, January 30, 2003 at the Crown Plaza Hotel in Milpitas. Each Commissioner present turned in their selection to staff.

b. CAC 2003 Work Plan

The following is a list of the Commission's ongoing tasks and the short-term and long-term goals approved for the 2002 Work Plan. Staff recommends the Commission review the 2002 Work Plan, and identify goals for the 2003 Work Plan.

Annual Recurring Tasks

- CDBG public hearing process (March)
- Review City calendar theme and layout (March)
- Host NBO booth at Arbor Day, Global Village, and 4th of July events (on-going)
- Select Neighborhood Beautification Awards (October)
- Holiday social and tree trimming (November)
- Work session for annual work plan (December)

Short-Term Goals/Projects

- Develop a selection criteria for the Neighborhood Beautification Awards (completed).
- Host Town Hall Meeting (completed).
- Tree Planting (in process):
 - A. Letter to City Council supporting the City's tree planting program and offer to assist this program in anyway (completed).
 - B. Draft a Tree Protection Ordinance. In response to the Commission's letter, the Council approved the Commission's request to begin working with staff to draft a Tree Protection Ordinance (in process).
- Gateway Signs (completed):
 - A. Form a Task Force to draft a letter to City Council during the CIP FY 2002/03 process regarding the importance of keeping this item in the budget (completed).
- Neighborhood Night-Out/Neighborhood WATCH (in process):
 - A. Create a CAC Task Force to develop basic materials that the Commission can use to approach other City Commissioners to encourage them to instigate a Neighborhood Night-Out program in their neighborhoods (completed, Task Force working on presentation format).
 - B. Presentations to City Commissions (in process).

Long-Term Goals/Projects

- City's 50-Year Anniversary (January 2002): CAC to participate in the planning and during the event.
- Host a Thank You Activity for City Personnel: CAC to create a task force to gather information on what other jurisdictions do and bring back to CAC for recommendation to be approved by the City Council.,
- Cell Phone Usage: CAC to create a task force to determine if there is a problem, identify the problem, and have the whole CAC review it and submit their report to City Council.

Commissioner Mandal stated they should focus on cleaning program in neighborhoods (street sweeping). Commissioner Abelardo questioned if street sweeping was mentioned at the Town Hall meeting. Chair Garcia stated it was mentioned at the Town Hall meeting and requested staff to provide minutes for that meeting.

Chair Garcia stated there are three short-term goals to continue into 2003. They are: 1) Tree Planting, 2) Neighborhood Night-Out and WATCH, and 3) Street Sweeping.

Councilmember Polanski requested having a Town Hall Meeting again.

Chair Garcia stated the 50-year anniversary needed to be moved to short-term goals. Commissioner Mandal asked if the CAC would assist with the City. Chair Garcia stated that the CAC would assist in the planning of the 50-year anniversary. Vice-Mayor Dixon stated that input is needed as soon as possible due to the budget cycle. Chair Garcia stated that a Task Force should be formed in January to start the planning process.

Chair Garcia stated that the CAC should look at other jurisdictions to see what they do as a thank you to City personnel. The CAC would make a recommendation to the City Council. Commissioner Mandal suggested the Thank You activity should stay. He wants to know what is being done for staff and asked if the City Council could recognize staff with a thank you letter. Vice Mayor Dixon provided a summary of the employee recognition events that are currently held and indicated that the CAC may want to do an annual recognition with a plaque rather than an event, similar to the Milpitas Rotary's Gene Schwab award.

Commissioner Maglalang stated he would like to add a new short-term goal for "How to conduct an Ethical Political Campaign" and the City Attorney would perform this as a type of workshop open to the public. Staff indicated this item was forwarded to the City Manager and City Attorney for review.

Commissioner Maglalang stated that another suggestion for a recurring task is have a staff report by the City Engineer on tree planting at Berryessa Creek.

Commissioner Maglalang stated a new short term goal would be

to have free tree seedlings available for the public on Arbor Day.

Chair Garcia suggested having an annual meeting that would invite homeowner associations and apartment associations to express local issues and concerns.

There was discussion on the following new items:

1) Ethical Campaign

Commissioner Maglalang wants penalties for violations. Chair Garcia suggested calling it a workshop. Councilmember Polanski stated that there is information available, and she would like to see formation of an Ethics Commission. Vice-Mayor Dixon feels the CAC should invite the professor from the University of Santa Clara to give an overlay on this subject. Commissioner Iloreta asked if the workshop would cover state and federal policies. Chair Garcia stated this item should be a short-term goal for 2003.

2) Annual Coyote/Berryessa – Recurring Report

Commissioner Maglalang stated the CAC would assist in the landscaping of the creek and open the trail. Chair Garcia asked if this item should be in the Parks and Recreation section rather than on the CAC Work Plan. Vice-Mayor Dixon suggested scheduling this item for the Parks and Recreation Commission and have Mr. McNeely provide a report on trees. Commissioner Iloreta asked if staff could provide an update to CAC on tree grants.

3) Seedlings for Arbor Day Celebration

Councilmember Polanski suggested having staff provide a report from Recreation on the status on the budget for this year and if not in budget then recommend to City Council to budget for the following year. Commissioner Mandal suggested getting donations from different organizations.

4) Associations Meeting

Chair Garcia stated inviting these groups to a special meeting to listen to their local issues and concerns. Commissioner Mandal feels it might be hard to get these groups together for a special meeting. Chair Garcia stated that the meeting would consist of the Managers and leaders of these groups. Commissioner Abelardo suggested inviting these groups to the CAC meeting.

The following is the short-term and long-term goals for the 2003 Work Plan:

Short-Term Goals

1. Tree Planting
2. Neighborhood Night-Out/Neighborhood WATCH
3. Street Sweeping
4. 50-Year Anniversary
5. Thank You Activity
6. Town Hall Meeting
7. Associations Meeting
8. Ethical Campaign Workshop

Long-Term Goals

1. Cell Phone Usage

MOTION to accept short-term and long-term goals for 2003
Work Plan to be forwarded to City Council for approval.

M/S: Mandal, Iloreta

Ayes: 7

XI. Chair Garcia adjourned the meeting at 9:10 p.m. to the January
Adjournment 8, 2003, meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS CITY HALL COMMITTEE MEETING ROOM
UNAPPROVED MINUTES
November 6, 2002**

I. Call to Order and Roll Call Chair Garcia called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Iloreto, Maglalang, Pham, Ortiz, Jr., Polanski, and Robinson
Alternates present were Abelardo and Mohsin
Absent: Commissioners King and Mandal

II. Seating of Alternates Alternate seated was Abelardo.

III. Pledge of Allegiance Commissioner Polanski led the Pledge of Allegiance.

IV. Approval of Agenda MOTION to approve the Agenda as submitted.

M/S: Ortiz, Jr., Abelardo

Ayes: 9

V. Approval of Minutes MOTION to approve the Minutes of October 2, 2002.

M/S: Cook, Iloreto

Ayes: 9

VI. Announcements Chair Garcia congratulated Mayor elect Jose Esteves and Councilwoman elect Althea Polanski. He also announced the school board re-elections.

Commissioner Polanski officially resigned as Commissioner and thanked everyone for serving on the Commission.

VII. Citizens' Forum Chair Garcia invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

A. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He thanked the Commission for doing a job well done. City Hall is close to closing all contracts. There were 1500 people in attendance at the Grand Opening. The Library subcommittee is working ahead and in the building design concept.

IX.

New Business

a. Holiday Social and Tree Decorating Celebration

Staff stated that traditionally the CAC Commission has held a holiday social where they did a tree-decorating event in the City Hall lobby along with a potluck. With the new City Hall building, staff is requesting that the CAC form a subcommittee to evaluate whether or not the existing tree is one that would work well in the lobby and the location of where the tree should be placed. Also, if a new tree and decorations are needed for the new City Hall. The City Manager has suggested forming a subcommittee to meet with the original City Hall team. Due to the timeliness of this event, staff is recommending the subcommittee meet as soon as possible. Two possible dates for this event if it is held are December 4, 2002 at 5:30 pm prior to the start of the next CAC meeting with a potluck dinner or Saturday, December 7, 2002 at 1:00 pm.

Commissioner Polanski stated that she agrees with staff recommendation and feels the old tree would not be appropriate for the new City Hall.

Councilmember Esteves suggested the CAC meet before the next City Council meeting because they might need approval by the Council.

The members of the subcommittee are Commissioners Pham, Ortiz, Maglalang and Cook. The subcommittee will meet on November 13, 2002 at City Hall.

Councilmember Esteves suggested having the lobby decorated by the Annual Tree Lighting event on December 1, 2002.

Commissioner Polanski suggested purchasing a tree with permanent decorations already on it and just have a potluck dinner instead.

Commissioner Maglalang asked if the subcommittee needs to go back to the full Commission with their decision. Chair Garcia stated that the subcommittee would make the decision and present it to the City Council.

Commissioner Polanski suggested having the holiday social on December 4, 2002 prior to the CAC meeting.

X. Old Business

a. Correction to the 3rd Annual Neighborhood Beautification Awards Nominations

Staff stated that during the preparation of the City Council packets there was an error noted that the photo and address presented in the CAC packets did not correspond to the application received. The application received in the category of "Central Area Attractive Residential" is for 482 Greathouse Drive, however, staff inadvertently photographed 485 Greathouse Drive. Staff is recommending the CAC either declare both addresses as a tie for the winner of category "Central Area Attractive Residential" or declare the correct address 482 Greathouse Drive as honorable mention. None of the winners have been notified yet.

Commissioner Ortiz asked why both addresses are in the same category. Staff stated that the wrong photograph for the winner of Category "Central Area Attractive Residential" was taken. Commissioner Maglalang suggested declaring both addresses as a tie.

MOTION to declare both addresses 482 and 485 Greathouse Drive as winners of the category "Central Area Attractive Residential".

M/S: Abelardo, Robinson

Ayes: 9

b. Task Force Reports

1. Tree Planting Program (Polanski, Maglalang, Iloreta)

Commissioner Maglalang stated that he has spoken to the City Attorney and is waiting for the language for the incentive section of the ordinance. Vice-Chair Iloreta stated he sent in his comments to Carol Randisi. Chair Garcia asked when would it come back to the full Commission. Commissioner Maglalang stated it would come back to the full Commission in January.

2. Neighborhood Night Out and Watch (Maglalang, Pham, Garcia)

Commissioner Maglalang stated that the whole packet is being summarized. Chair Garcia stated that the task force needs to work together to get this packet done. Chair Garcia recommended agendaizing this item to the January CAC meeting.

3. Gateway Sign Program (Ortiz, Cook, Abelardo)

Commissioner Ortiz stated that the task force would bring the information back to the CAC in either March or April with a program.

XI.

Chair Garcia adjourned the meeting at 7:45 p.m. to the

Adjournment December 4, 2002, meeting.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
October 2, 2002**

- I. Call to Order and Roll Call** Chair Garcia called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Iloreta, Maglalang, Mandal, Pham, Ortiz, Jr., Polanski, and Robinson (7:03 pm)
Alternate present was Mohsin
Absent: Commissioners Abelardo and King
- II. Seating of Alternates** Alternates seated was Mohsin.
- III. Pledge of Allegiance** Commissioner Maglalang led the Pledge of Allegiance.
- IV. Approval of Agenda** MOTION to approve the Agenda as submitted.

M/S: Iloreta, Mandal

Ayes: 9
- V. Approval of Minutes** MOTION to approve the Minutes of September 4, 2002.

M/S: Maglalang, Ortiz, Jr.

Ayes: 8

Abstain: 1 (Mandal)
- VI. Announcements** Commissioner Maglalang announced a tree planting on October 12, 2002 at Burnett Elementary School from 9 am – 2 pm sponsored by BFI.

Commissioner Polanski announced Art in the Park on October 4, 2002 at Cardoza Park from 4 – 7 pm.

Commissioner Ortiz announced that the other Commissions were pleased to see that the CAC took the time to personally come out and invite them to the Town Hall meeting.
- VII. Citizens' Forum** Citizens' Forum Chair Garcia invited members of the audience to address the Commission on any item not on the agenda.

Commissioner Maglalang stated that the Knights of Columbus were recognized at the City Council for sponsoring the mentally challenged students at Milpitas High School.

Commissioner Robinson requested the City Council remove the section in the Citizen's Forum regarding "Speakers must supply their name and address for the record". He feels it is unconstitutional.

VIII. Liaison Reports

A. City Council Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He announced that the City Hall is wonderful and the budget is on target. Staff will be preparing a RFP for a building plan to the Library. The City Council approved 10 critical positions at City Hall. On a 3-2 vote the Council approved Milpitas advertising ad in Silicon Valley magazine.

IX. New Business

a. Neighborhood Beautification Appreciation Award – 3rd Annual Program

Staff stated that at the June 5, 2002 CAC meeting, they requested the CAC subcommittee tour the nominated sites and make recommendations to the full Commission. Staff received (22) twenty-two nominations by the August 30, 2002 deadline and staff nominated 7 properties to ensure all categories are represented. The subcommittee toured the sites on September 18, 2002. The non-residential winners will receive a plaque. Awards will be given at the City Council meeting on November 5, 2002.

Commissioner Pham was concerned about the awards celebration being held the same night as election night. She is requesting the City Manager and staff change the date to a later date. Commissioner Polanski also agreed with Commissioner Pham in that it is very important and critical not only for the City but also the State. She feels it is highly inappropriate to have this event on voting night. Commissioner Maglalang and Mandal also agreed with Commissioners Pham and Polanski. Commissioner Polanski feels the award winners need a separate night to celebrate.

MOTION to accept staff and subcommittee recommendations.

M/S: Mandal, Mohsin

Ayes: 9

MOTION to recommend to the City Manager and staff to move the date of the City Council awards distribution to a more appropriate evening where the winners will be the focus of the awards and the meeting.

M/S: Polanski, Pham

Ayes: 9

b. Lend-A-Tool Shed Hours

Staff stated that due to the lack of volunteers the tool shed hours have been reduced to 9-11am on Saturdays effective October 5, 2002 and staff is also available by appointment only Monday – Friday. Commissioner Maglalang asked to clarify the appointment only hours. Staff stated they are available 8 am – 5 pm. If someone calls after 5 pm staff will return the call the following day. Commissioner Mohsin asked the length of time someone could use the tools. Staff stated anyone borrowing tools could keep them for 7 days but basically if they keep the tools beyond that they just need to call the City to extend.

X. Old Business

a. Town Hall Meeting Update

Staff gave a brief update on the preparations for the Town Hall meeting set for October 3, 2002 at 7:00 pm. There are articles in the Milpitas Post. Many residents have inquired about the meeting with questions to ask. Staff plans to have a raffle and snacks at the Town Hall meeting. Each department from the City will have a representative at the event with handouts for the residents.

Commissioner Mandal asked if staff had a number of residents that might show up. Staff stated they are basing it on last year's attendance around 50 people. Staff stated they needed help from the CAC at the sign-up table and with the raffle.

Staff stated there would be comment cards at the sign-up table for residents to fill out with questions or concerns they might have.

b. Task Force Reports

1. Tree Planting Program (Polanski, Maglalang, Iloreta)
Commissioner Polanski gave a brief update. The task force met with Carol Randisi and made some changes to the ordinance. The task force is recommending that the protection and heritage ordinance be combined into one. Commissioner Polanski stated Carol Randisi would be able to take the ordinance to the City attorney for review when it is ready. Chair Garcia asked if the ordinance would come back to the full Commission before going to the City Attorney. Commissioner Polanski stated that the draft copy of the ordinance will be ready for review for the full Commission at the November CAC meeting. Commissioner Maglalang stated he is still researching about having an incentive for preserving a heritage tree that the resident or business own.
2. Neighborhood Night Out and Watch (Maglalang, Pham,

Garcia)

Commissioner Maglalang stated that all that is needed to be done is collate the packages.

3. Gateway Sign Program (Ortiz, Cook, Abelardo)

Commissioner Ortiz stated that the task force will reconvene after the Town Hall meeting.

**XI.
Adjournment**

Chair Garcia adjourned the meeting at 8:00 p.m. to the November 6, 2002, meeting at the Milpitas City Hall Committee Room.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
September 4, 2002**

**I. Call to Order
and Roll Call**

Chair Garcia called the meeting to order at 7:00 p.m. Present were Commissioners Cook (8:17 pm), Iloreta, Maglalang, Ortiz, Jr., Polanski (8:25 pm), and Robinson

Alternates present were Commissioners Abelardo, King (7:40 pm), and Mohsin

Absent: Mandal and Pham

**II. Seating of
Alternates**

Alternates seated were Abelardo and Mohsin.

**III. Pledge of
Allegiance**

Commissioner Ortiz, Jr. led the Pledge of Allegiance.

**IV. Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Iloreta, Ortiz, Jr.

Ayes: 7

Absent: 3 (King 7:40 pm, Cook 8:17 pm, and Polanski 8:25 pm)

**V. Approval of
Minutes**

MOTION to approve the Minutes of August 7, 2002. One change from Commissioner Maglalang on Page 2, change 12.6 square miles to 14 square miles.

M/S: Maglalang, Abelardo

Ayes: 7

Absent: 3 (King 7:40 pm, Cook 8:17 pm, and Polanski 8:25 pm)

**VI.
Announcements**

Staff announced the resignation of Commissioner Tabladillo due to family and work. Staff announced the appointment of new alternate Commissioner Mohsin.

Chair Garcia announced the September 11, 2002 Remembrance at St. Elizabeth Catholic Church at 7:30 p.m. Every one of all faiths is invited to attend.

VII. Citizens' Forum

Chair Garcia invited members of the audience to address the Commission on any item not on the agenda.

Commissioner Maglalang stated he attended the Santa Clara Workshops for Candidates on ethics and campaigning. He feels it a worthwhile workshop to attend. He is requesting that the City of Milpitas have this type of workshop. Chair Garcia requested this item be put on a future agenda.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He announced the Sports Center will be holding an event for the September 11, 2002 Remembrance at 12:00 noon. City Hall is still on schedule. The Grand Opening is October 20, 2002 at 1:00 p.m. Dog Park at Ed Levin Park near Sandy Wool Lake. The City is viewing several options for the Senior Center expansion.

IX. New Business

a. 2003 City Calendar Photo and Cultural Dates Selection

Lynette Wilson, Recreation Services, gave a brief presentation. In March of 2001, the CAC chose the theme "Community Events in Milpitas" for the 2003 City of Milpitas calendar. Over 30 community groups were contacted. Only 7 community groups have responded. To make up the additional 5 months for the calendar staff included City events, Chamber of Commerce Art and Wine festival, and the Relay for Life event. Staff asked the Commission to rank the photos for the calendar. The calendars will print in October. Staff stated they would like the Commission to review the list of possible Cultural dates that could be included on the "Year At A Glance" page of the calendar.

Chair Garcia asked if the cultural dates are within the calendar month pages or on a separate page. Staff stated the dates would be on a separate page in the back of the calendar. These cultural dates would be in addition to the dates already in the calendar.

Chair Garcia stated that the main issue is if the Commission wants additional cultural dates to be included in the calendar. Commission Iloreta stated that since time is of essence, he suggested keeping the calendar as is and compiling these dates for the 2004 calendar.

MOTION to show state and federal holidays only on the 2003 calendar.

M/S: Robinson, Mohsin

Ayes: 2

Noes: 6

Absent: 2 (Cook 8:17 pm, Polanski 8:25 pm)

Commission Maglalang suggested adding these new dates for now on a separate page and keep improving the calendar every year.

MOTION to include the recommended cultural dates on a separate page and improve every year with a tag line included if there are any additional dates to please contact staff.

M/S: Maglalang, Abelardo

Ayes: 7

Noes: 1

Absent: 2 (Cook 8:17 pm, Polanski 8:25 pm)

b. Task Force Reports

1. Tree Planting Program (Polanski, Maglalang, Iloreta)

Commissioner Iloreta stated that Commission Polanski prepared the Drafted Heritage Tree Protection Ordinance. She sent a copy to the task force and to Carol Randisi. The draft ordinance was based on the Mountain View Ordinance. Ms. Randisi gave the task force guidelines for the ordinance. Commissioner Maglalang stated there was discussion on the definition of a Heritage tree. The plan is to meet with the City Attorney with a revision of the original draft and then report to the full Commission at the October meeting.

2. Neighborhood Night Out and Watch (Maglalang, Pham, Garcia)

Commissioner Maglalang thanked Chair Garcia, Councilmember Esteves and Dixon, City Manager, Assistant City Manager and Fire Chief for attending the Neighborhood Night Out in his area. Supervisor McHugh presented a recognition plaque for 5 years of continuous Neighborhood Night Out. It started with 4 homes the first year and grew to more than 100 people this year. Commissioner Maglalang proposes to declare the month of August as Neighborhood Night Out. The citizen involvement is the key to the success so he would like the CAC to recruit and solicit Commissioners through their monthly meetings to be volunteers in their respective area. CAC members could coordinate with staff about designating the blocks as soon they get volunteers and then monitoring every year by staff so there is continuous coordination and evaluation.

Commissioner Robinson asked if the Commission could go any further with this or is this just a report. Staff stated the CAC through the Work Plan was charged with forming a task force, which would produce materials to use as outreach to other

Commissions. The CAC goal is to form the outreach materials and do presentations at the other Commissions to help generate that interest. Commissioner Maglalang stated that the material was handed out at the last meeting. Chair Garcia stated the Task Force needs to produce a packet to give to the other Commissions and visit each Commission to present this packet to them. Staff stated that once the packets are complete, staff will forward the packets to City Council with a notification that you will then be going out to the other Commissions as approved by City Council.

3. Gateway Sign Program (Ortiz, Cook, Abelardo)

Commissioner Ortiz stated the task force took photos from other cities and has inquired about the pricing and how the other cities were approved on their annual budget. The task force is still gathering information.

4. Street Sweeping (Ortiz, Pham)

Commissioner Ortiz stated the task force needs clarification from staff as to statistics. He feels enforcement is crucial. Staff to set up a meeting with Dennis Cuciz, Public Works, to discuss this issue.

5. Cell Phone Usage (Garcia, Robinson, Abelardo)

Chair Garcia stated there is no data available. He suggested having this item tabled to a future agenda.

c. Town Hall Meeting Update

Staff stated the Town Hall meeting is scheduled for October 3, 2002 at the Community Center Auditorium from 7:00 – 9:00 p.m. Staff is encouraging all the Commissioners to attend. There will be advertisement in the Milpitas Post, the website, cable TV, and all City buildings. There will be door prizes and light refreshments. Staff asked if the CAC would like to make announcements to the other Commissions and if so staff needs volunteers from the CAC to attend each of the different Commissions from now until October 3rd. The other option is for staff to contact the staff liaison and they would make the announcement of the Town Hall meeting.

Commissioner Maglalang asked if the Task Force's Neighborhood Night Out and Watch packets need to be at the meeting. Staff stated the Police and Fire departments would present the information and have informational materials at their table.

Chair Garcia stated the intent of the Town Hall meeting is an opportunity to get feedback from the community on items that are of interest to them. Chair Garcia asked for CAC volunteers to make announcements to the other Commissions on the Town Hall meeting. The volunteers are as follows:

Commissioner Maglalang (Senior Advisory 9/17)
Commissioner Maglalang (Youth Advisory 9/12)

Commissioner Polanski (MUSD School Board 9/24)
Commissioner Polanski (CEPAC 9/19)
Commissioner Polanski (City Council 9/17)

Commissioner Ortiz (Parks and Recreation 9/9)
Commissioner Ortiz (Planning 9/11)

Commissioner King (Telecommunications 9/16)

Chair Garcia (Arts 9/23)

Commissioner Abelardo (Sister Cities 9/26)

Commissioner Mohsin (Library 9/16)

X. Adjournment Chair Garcia adjourned the meeting at 8:30 p.m. to the October 2, 2002, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
August 7, 2002**

**I. Call to Order
and Roll Call**

Chair Garcia called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Iloreta, Mandal, Maglalang, Ortiz, Jr., Pham, Polanski, and Robinson

Alternates present were Commissioners Abelardo and King (8:34 pm)

Absent: Tabladillo

**II. Seating of
Alternates**

There were no alternates seated.

**III. Pledge of
Allegiance**

Commissioner Polanski led the Pledge of Allegiance.

**IV. Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Mandal, Robinson

Ayes: 9

**V. Approval of
Minutes**

MOTION to approve the Minutes of June 5, 2002. One change from Jose Esteves to page 2, sentence 4, delete reference to vote to state "Parcel tax was withdrawn".

M/S: Ortiz, Mandal

Ayes: 6

Abstain: 3 (Polanski, Robinson, Maglalang)

**VI.
Announcements**

Staff announced that the Commission will meet in the new City Hall in the Commission Room, larger than Room 7/8, and high technology compatible beginning November 6, 2002.

Chair Garcia announced that the City is looking for 2-3 Commissioners to sit on a committee to help Calpine beautify the power plant and it will be 1 ½ - 2 year effort. Volunteers are Commissioners Robinson, Abelardo, and Cook.

Commissioner Maglalang announced his Neighborhood Night Out event will be held on August 22, 2002 at 7:00 p.m.

VII. Citizens' Forum

Chair Garcia invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. The City Council passed a resolution supporting the Bay Area's bid for the 2012 Olympics. The City Council discussed extending the mayoral term from two years to four years and put it to the vote of the people in 2004. The Council will be looking for volunteers to sit on that Task Force.

IX. New Business

a. Task Force Reports

Staff stated that at the June 5, 2002 meeting, the Commission formed task forces to begin work on several short-term and long-term goals in the CAC 2002 Work Plan.

1. Tree Planting Program (Polanski, Maglalang, Iloreta)

Commissioner Polanski thanked Commissioners Maglalang and Iloreta and staff for their support and input. The task force made recommendations on the next steps contained in the memo for the CAC's review and recommendation. The first step is work on developing a Heritage Tree Ordinance because it is a positive approach. The City could have a ceremony in conjunction with Arbor Day celebration.

Commissioner Maglalang referred the Commission to the memo outlining the outreach steps. The purpose of the outreach is to bring attention to the goal of planting trees in Milpitas. The first step is recruiting volunteers on certain blocks to act as block captains and start with the Commissioners in their own neighborhoods. The City is halfway to its tree planting goal and extended Our City Forest contract. Mt. View has over 40,000 trees and they are 13 square miles, we are 12.6 square miles and have only 12,000 trees. Mt. View also has a good database. The City has 20-25 tree amigos, and only 5-10 are active.

Chair Garcia asked what the next steps are and how to get volunteers. Commissioner Maglalang

stated that we need to get block captains. He stated staff could do a video depicting the "Greening of Milpitas" and run it on the cable channel. The City could look at providing some incentives for people who save trees.

Commissioner Polanski stated that the CAC could staff a tree-planting booth at the City events in addition to the NBO booth. For the video it would be requested if we could use the John Denver song "Plant a Tree for Tomorrow".

Commissioner Maglalang presented information on possible grants he would like the City to pursue and requested the City to pursue Nations in Bloom.

Commissioner Polanski stated the next steps are:

- a. Develop a Heritage Tree Ordinance.
- b. Submit the Heritage Tree Ordinance to the City attorney for review by September 9, 2002.
- c. Present the draft Heritage Tree Ordinance to the CAC at their October meeting.
- d. Take the ordinance to the City Council in November or December.
- e. Begin work on the tree planting and protection ordinance, would like to host a brown bag lunch with some other jurisdictions to see how they do it and what is successful.

Commissioner Mandal commended the task force for all its work and asked where the definition for the heritage trees came. Commissioner Polanski stated they looked at the other cities. Staff stated that the definition in the memo comes from the City's municipal code.

Commissioner Mandal asked if the task force discussed the oak tree disease and what the City is doing. Staff stated that the oaks at the Great Mall have been inspected and were pruned this year to keep them as healthy as possible in light of this disease.

2. Neighborhood Night Out and Watch (Maglalang, Pham, Garcia)

Commissioner Maglalang stated that the goal is to get to know your neighbors. He shared some of his experiences with his neighbors. The Neighborhood Night Out started 5 years ago. It highlights security, crime and drug prevention awareness. Chair Garcia asked how the Commission would create block captains. Commissioner Maglalang stated that the Milpitas Police Department would be in charge of the block captains. The CAC Commission would help MPD coordinate the event.

Each Commissioner would go to different Commissions to recruit block captain volunteers.

Commissioner Mandal was in support with the Night Out, but was concerned there was not enough time for all the volunteering tasks. He is concerned with how to bring value to Milpitas. Commissioner Polanski stated that the task force should combine the SAFE Training and Neighborhood Night Out together.

Staff suggested the task force bring back a polished presentation to the full Commission.

3. Host Town Hall Meeting (Garcia, Pham, Mandal, Ortiz)

Chair Garcia stated that the scheduled date for the Town Hall Meeting is October 3, 2002 at 7:00 p.m. There would be brief topics on the Neighborhood Beautification Ordinance, environmental topics, which would include street sweeping and tree planting. A third item would be public safety. The presentations would be brief and be targeted so that the people could get the word out to the community. The CAC Commission would go to other Commissions and invite them to the meeting. Create posters, send flyers to churches, organizations, Chamber of Commerce and other groups to advertise the Town Hall Meeting. He also stated having the flyers in different languages.

Commissioner Pham suggested inviting Fire Chief Weisgerber to the Town Hall meeting to speak about safety in the community.

Commissioner Polanski suggested adding the topic of National Walk Your Child to School Day to the Town Hall agenda for that might bring the community to attend. She feels that the Commission should stress the public safety issue. Commissioner Mandal feels the objective of the Town Hall Meeting is "What is on the public's mind".

b. The Lend-A-Tool Program

Staff gave a brief presentation on the Lend-A-Tool-Program. Staff stated that the tool shed is opened from 8 – 12 pm on Saturdays and by appointment Monday – Friday. Since there has been great difficulty in obtaining volunteers, staff plans to reduce the hours from 4 hours to 2 hours on Saturdays. Staff is requesting that the CAC adopt this program by staffing it on Saturdays from 9 – 11 am on a regular basis.

Commissioner Robinson asked what were the number of persons using the shed originally. Staff stated that the City Manager was not ready to close the shed on Saturdays. The shed is open

during the week by appointment only. They plan on leaving the shed open on Saturdays during the summer months and by appointment only during the winter months.

Commissioner Pham feels that the shed should be by appointment only. Commissioner Polanski also feels the tool shed should be by appointment only. She thought it was great when they thought there would be community volunteers to staff the tool shed on Saturdays. She suggested that the City Manager come up with the money to pay the staff person to have the tool shed open for the 2 hours needed.

MOTION to agendize this item to the October CAC meeting.

M/S: Ortiz, Cook

Ayes: 9

c. City Hall Grand Opening Event – October 20, 2002

Staff announced that the City Hall will be hosting a grand opening event on Sunday October 20, 2002 between the hours of 1 – 4 pm. Volunteers are needed to participate in tours, helping with refreshments, decorations, setup and cleanup, hall monitors and ushers. Commissioners volunteering are: Chair Garcia, Commissioners Cook, Iloreta, Mandal, Maglalang, Ortiz Jr., Pham, and Polanski.

X. Adjournment Chair Garcia adjourned the meeting at 9:00 p.m. to the September 4, 2002, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
JUNE 5, 2002**

I. Call to Order and Roll Call Chair Garcia called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Iloreta (7:05 pm), Mandal, and Pham
Alternates present were Commissioners Ortiz, Jr. and Abelardo
Absent: King, Maglalang, Polanski, Robinson, and Tabladillo

II. Seating of Alternates Alternates seated were Ortiz, Jr. and Abelardo

III. Pledge of Allegiance Commissioner Ortiz led the Pledge of Allegiance.

IV. Approval of Agenda MOTION to approve the Agenda as submitted.

M/S: Ortiz, Cook

Ayes: 6

Absent: 1 (Iloreta, 7:05pm)

V. Approval of Minutes MOTION to approve the Minutes of May 1, 2002.

M/S: Cook, Abelardo

Ayes: 5

Absent: 1 (Iloreta 7:05 pm)

Abstain: 1 (Mandal)

VI. Announcements Chair Garcia thanked the Commissioners for attending the Global Village event. He also thanked Commissioner Ortiz for inputting the letter for the street signs. This letter was presented to the City Council. Also recognized was Commissioner Polanski for preparing the letter on the tree planting which was also presented to the City Council. Another recognition goes out to Marina Rush for a job well done on the CAC Commission.

Commissioner Pham announcement the birth of Commissioner Tabladillo's baby girl.

Staff announced the CAC Work Plan was approved by City Council. The tree planting was approved by City Council. Staff also announced the July 4th parade on Main Street. There is no cost to apply for the July 4th parade. Our City Forest will be holding classes in July. Augustine Park was very badly vandalized after being renovated. Staff stressed the need for attendance of the CAC.

VII. Citizens' Forum

Chair Garcia invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. The City Council approved the permit for the annual Art and Wine Summer Festival on August 17th and 18th on Los Coches and Milpitas Blvd. City Hall is still scheduled for completion at the end of September. On a 3 to 2 vote the parcel tax was withdrawn. The nightclub at the Great Mall was also withdrawn.

IX. New Business

a. 2004 Calendar Theme Selection

Amybeth Ogden, Community Center Recreation Supervisor, stated that each year the City of Milpitas produces a City calendar. The CAC Commission selects the theme of the calendar. Final selection will be done at the August CAC meeting. Possible themes for the Commission's recommendation for the year 2004 include the following:

1. The New City Hall.
2. Parks and Recreation, The Benefits are Endless or Creating Community Through People, Parks and Programs.
3. Rainbow Theatre.
4. Art in Milpitas.
5. Architecture.
6. Proud Past, Promising Future.

MOTION to choose Item 6 for the 2004 Calendar theme and to include the 50th Anniversary celebration of the City Hall.

M/S: Mandal, Abelardo

Ayes: 7

b. SAFE Program (Strategic Actions For Emergencies) – CEPAC Presentation

Russ Cherry, Citizen's Emergency Preparedness Advisory Commission (CEPAC) Chair, gave a brief presentation on the projects the CEPAC is working on and the SAFE Program. The City Council has approved a \$50,000 budget to continue the program this year. Their goal is to get the awareness out on what the SAFE program is to all the Commissions and the community. The schools in the City will be used as an anchor point for neighborhoods for meetings, training, and assembly in the event of an emergency. CEPAC is encouraging the CAC and the other Commissions to serve as ambassadors for the program.

c. 2002 NBO Annual Awards Selection Criteria

Staff, Zulema Maggi, gave a brief presentation on the selection criteria for the NBO Awards. She stated that specifically, the Commission wanted to add homeowner associations and multifamily developments as new categories, and develop selection guidelines for the upcoming 2002 Awards. Furthermore, staff is recommending additional modifications to the program. The recommended new categories and selection criteria are as follows:

- Divide the City's residential areas into four sections. Each residential section will have three categories for nominations as follows:
 - a. *Attractive Single Family Residence:* This category is for single-family homes. Nomination should be based on their visible, aesthetic appearance from the street.
 - b. *Attractive Multifamily Developments:* This category is for mobile homes in a mobile home park, apartments, duplexes, etc. Nomination is based on their visible, aesthetic appearance from the street.
 - c. *Attractive Homeowners Associations:* This category is for residential homes that pay homeowners association dues. Nomination is based on their visible, aesthetic appearance from the street.
- *Attractive Non-residential Property:* This category applies citywide, and focuses on non-residential properties. Nomination is based on their visible, aesthetic appearance from the street.
- *Building a Sense of Community:* This category focuses on a person, group, organization, or school that hosts an event that positively impacts the City of Milpitas. For example cleaning up parks or schools, planting gardens, and etc.
- *Staff Choice Award:* This category applies citywide and focuses on staff's choice on either residential or non-residential properties. Selection is based on one property that has significantly improved and/or its appearance has positively impacted the surrounding neighborhood. This is a new category.

Staff recommends that the Commission recommend approval to the City Council of the NBO Award categories and selection criteria. Staff also recommends selecting a subcommittee of three CAC members to review this year's applications, tour the nominated sites and make recommendations to the full Commission at the October 2, 2002 CAC

meeting. Staff also stated that they plan to close the application process on August 30, 2002 and that the subcommittee select the winners during the weeks of September 9, 2002 or September 16, 2002.

Commissioner Abelardo asked about before and after shots of the sites. Staff stated that it is not easy to obtain before and after pictures even though application asks for them. The most improved category has been replaced by attractive category.

Commissioner Iloreta questioned the divided areas. Staff stated that there will be a total of 12 residential awards plus the three other categories. Staff also stated that the Midtown area was excluded due to the fact that there is no housing developed yet.

MOTION to approve the new categories and selection criteria as submitted.

M/S: Ortiz, Cook

Ayes: 7

The three Commissioners selected for the subcommittee are Commissioners Ortiz, Mandal, and Iloreta with Commissioner Maglalang as an alternate.

Staff encourages the CAC to inform their family and friends to participate.

d. Short-term and Long-term Goal Task Force Assignments

Staff stated that the CAC Work Plan has been approved by the City Council. The tree planting has been presented to the City Council. The Council was very supportive of the CAC desire to plant and protect the trees in the City. Staff stated that a task force is needed to look at putting together a heritage tree program for next year's Arbor Day that could be done annually, reviewing the tree ordinance, and community outreach. The Town Hall Meeting has been set for October 3, 2002. Staff recommends the Commission select Task Force members for the following projects.

1. Tree Planting Program.
2. Host Town Hall Meeting on October 3, 2002.
3. Street Sweeping.
4. Thank You Event for City Personnel.
5. Cell Phone Usage.
6. Gateway Signs.

Chair Garcia stated that Commissioners Maglalang and Polanski be Co-Chairs for the tree planting program. Chair Garcia suggested that each Task Force select a Chair person for each group, report a final product to the full Commission, and notify staff two weeks in advance so the item could be agendaize for the next meeting.

The following Task Force members were selected for the following projects:

1. Tree Planting Program – Commissioners Maglalang, Polanski, and Iloreta
2. Town Hall Meeting – Chair Garcia, Commissioners Pham, Mandal, and Ortiz
3. Street Sweeping – Commissioners Pham and Ortiz
4. Thank You Event – Item to be continued.
5. Cell Phone Usage – Chair Garcia, Commissioners Robinson and Abelardo
6. Gateway Signs – Commissioners Ortiz, Abelardo, and Cook. Commissioner Maglalang to be an alternate.

e. Cancel July 3, 2002 Commission Meeting

Staff stated that in the past years, the Commission has cancelled the July meeting due to the July 4th holiday. Staff is again recommending canceling the July meeting to the next regular scheduled meeting on August 7, 2002.

MOTION to cancel the July CAC meeting to its next regular scheduled meeting on August 7, 2002.

M/S: Iloreta, Mandal

Ayes: 7

X. Adjournment Chair Garcia adjourned the meeting at 8:30 p.m. to the August 7, 2002, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
May 1, 2002**

**I. Call to Order
and Roll Call**

Chair Garcia called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Iloreta, Maglalang, Polanski, and Robinson
Alternates present were Commissioners King (7:05 pm) and Ortiz, Jr. (7:08 pm)
Absent: Abelardo, Mandal, Pham, and Tabladillo

**II. Seating of
Alternates**

Alternates seated were King and Ortiz, Jr.

**III. Pledge of
Allegiance**

Commissioner Cook led the Pledge of Allegiance.

**IV. Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Polanski, Iloreta

Ayes: 6

Absent: 2 (King, 7:05 pm) Ortiz, Jr. 7:08 pm)

**V. Approval of
Minutes**

MOTION to approve the Minutes of April 3, 2002.

M/S: Polanski, Maglalang

Ayes: 7

Absent: 1 (Ortiz, Jr. 7:08 pm)

**VI.
Announcements**

Staff announced the resignation of Valerie Barone, Director of Planning.

Commissioner Maglalang stated that at the Arbor Day Celebration trees were not given out due to the expense of the trees. He stated that the compost was given out too fast. He stated that many of the residents were inquiring about having the before pictures for the NBO awards not just the after shots.

Chair Garcia announced that the CAC Work Plan would be reported to the City Council on May 7, 2002. He also announced

the BART extension meeting on May 16, 2002.

VII. Citizens' Forum

Chair Garcia invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. The City Council approved the Child Care Master Plan. City Hall is scheduled for completion at the end of September. CDBG was approved by the Council except for the \$50,000 additional spend ahead. The City Council has decided to recommend consideration of the second BART Station in the Los Coches area. A study would be done for that station. The Council also approved banners for the 4th of July parade. The Milpitas Rotary Club is sponsoring a carnival at the Town Center from May 16, 2002 to May 19, 2002, and the proceeds will go to youth programs within the City of Milpitas.

IX. New Business

a. Milpitas Tree Planting Program – Support Letter

Staff stated that at the April CAC meeting the Commission selected Commissioner Polanski to draft a letter on behalf of the CAC addressed to the City Council expressing their support in the City tree planting efforts. The City was presented with its first Tree City USA award in 2000 based on the City's care and management, its policies and ordinances, annual budget, and Arbor Day observances. In 2001, the City received a \$100,00 grant to plant 12,000 trees in Milpitas. The two biggest challenges for Milpitas' street trees are the protection of the tree population and the planting and caring for newly planted trees.

Commissioner Polanski stated that on the Heritage Tree designation, per Carol Randisi, the City does not have any type of ordinance for tree protection.

Commissioner Ortiz questioned who repairs the trees. Staff stated that it is part of the Street Maintenance Department.

Some discussion points the Commission drafted to add to the draft letter are as follows:

- Allow the CAC to hold an annual Heritage Tree designation in conjunction with the Arbor Day celebration. Heritage trees are defined in the municipal code as a tree or grove of special significance to the community, such as a planting of historical value, unique quality, significant girth or height. (Sect. X-2-2.10).

M/S: Robinson, Polanski Ayes: 8

- Allow the CAC to act as a Commission on matters concerning trees (i.e. to develop efforts for outreach, education, recognition, and planting events).

M/S: Ortiz, Polanski Ayes: 8

- Authorize CAC to work with staff to recommend modifications to municipal code regarding tree removal and replacement ratios for trees designated for removal. Specifically to review the City tree permit process and possible schedule of fines.

M/S: Robinson, Ortiz Ayes: 8

Chair Garcia stated the letter would be modified and forward to the City Council. Staff stated that the letter would be presented at the next available City Council agenda.

b. Gateway Signs

The Commission requested to review the City's five year Capital Improvement Program (CIP) for 2002-2007, and to forward a letter to the Council regarding the importance of City gateway signs.

The Commissioners agreed that \$400,000 was too much money for gateway signs. Commissioner Ortiz felt that a letter of support would need to include design plans or cost plans. He would support the gateway signs but it would depend on the funding if it were not too costly.

Chair Garcia questioned the letter being sent to the City Council. Commissioner Polanski stated she is not in support of the money used for the signs.

Staff stated that the \$400,000 is for fiscal year 2002-2003. This money is for Phase I, which is the 880/McCarthy Blvd sign. Phase II is for the rest of the City signs, which is the design, funding and cost of the signs.

Chair Garcia stated the Commission needs to make a decision whether or not to draft a letter to the City Council supporting the gateway signs. Staff stated the Planning Commission reviewed the CIP and are not in support of \$400,000 expenditure, but in support of gateway signs.

MOTION to draft a letter to City Council to support some sort of gateway signage, but not the \$400,000 expenditure.

M/S: Robinson, Cook

Ayes: 8

Chair Garcia, Commissioners Ortiz and Maglalang to draft the letter.

c. Town Hall Meeting Planning

Chair Garcia requested to have this item on the agenda for the

Commission to set a date and subject for its Town Hall meeting for this calendar year. The topics for this year's Town Hall Meeting are: Neighborhood Beautification, Neighborhood Night-Out, and Tree Planting. The schedule date is Wednesday, September 18, 2002.

MOTION to have the Town Hall Meeting on Wednesday, September 18, 2002 to obtain feedback from the community on a variety of topics including but not limited to Neighborhood Beautification, Neighborhood Night-Out and Tree Planting.

M/S: Polanski, Ortiz

Ayes: 8

**X.
Old Business**

a. Select two representatives for the NBO Booth at the Global Village Event

The City will be hosting the Global Village event on Saturday, May 18, 2002, from 11:00 a.m. to 4:00 p.m. at Cardoza Park. The Commissioners volunteering are Chair Garcia, Commissioners Cook, King, Maglalang, Polanski, and Ortiz.

XI. Adjournment Chair Garcia adjourned the meeting at 8:40 p.m. to the June 5, 2002, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
April 3, 2002**

**I. Call to Order
and Roll Call**

Chair Garcia called the meeting to order at 7:00 p.m. Present were Commissioners Pham and Polanski
Alternates present were Commissioners Abelardo and Ortiz, Jr.
Absent: Cook, Iloreta, King, Maglalang, Mandal, Robinson, and Tabladillo

**II. Seating of
Alternates**

Alternates seated were Abelardo and Ortiz, Jr.

**III. Pledge of
Allegiance**

Commissioner Pham led the Pledge of Allegiance.

**IV. Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Polanski, Ortiz, Jr.

Ayes: 5

**V. Approval of
Minutes**

MOTION to approve the Minutes of March 6, 2002 with the following corrections:

Page 2, Section IX, under Paragraph 5, "Therefore, next year's grant allocation will be reduced by \$50,000" should read "Therefore, next year's grant allocation will be reduced by \$50,000 and General Fund will be reimbursed".

Page 3, Paragraph 9, "Commissioner Iloreta proposed taking \$3,667 from Project Sentinel to cover all those that are short and take \$10,000 from the general fund making the total for Project Sentinel \$15,000" should read "Commissioner Iloreta proposed taking \$3,667 from Project Sentinel to cover all those that are short and take \$10,000 from the CDBG General Admin making the total for Project Sentinel \$15,000".

Page 3, Paragraph 10, "MOTION to reduce Project Sentinel to \$5,000 and take \$10,000 from the general fund to make the grand total for Project Sentinel \$15,000" should read "MOTION to reduce Project Sentinel to \$5,000 and take \$10,000 from the

CDBG General Admin to make the grand total for Project Sentinel \$15,000".

M/S: Polanski, Pham

Ayes: 5

VI. Announcements There were no announcements.

VII. Citizens' Forum Chair Garcia invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council Councilmember Esteves was not present at the meeting.

IX. New Business

a. Select two representatives for the NBO Booth at the City's Arbor Day Celebration and Global Village Event.

Staff stated they would be requesting Commissioners to volunteer for the third Arbor Day Celebration, which will be held on April 20, 2002 from 10:00 a.m. to 2:00 p.m. at Cardoza Park. The volunteers are Chair Garcia, Commissioners Abelardo, Pham, Polanski, and Ortiz.

The Global Village Event will be held this year on May 18, 2002. Volunteers will be chosen at the May CAC meeting.

Commissioner Polanski suggested notifying the other Commissioners to see if they would be interested in volunteering for the Arbor Day Celebration.

MOTION to accept volunteer status for April 20, 2002 and to agendaize the Global Village event for additional volunteers to the May CAC meeting.

M/S: Ortiz, Jr., Polanski

Ayes: 5

b. Prioritize and Select Commissioners to Work On Short Term Goal Tasks.

Staff stated that the Work Plan for 2002 will go to City Council for approval on April 16, 2002. Chair Garcia will present the CAC 2002 Work Plan to the City Council.

Staff suggested looking at the short term goals and identifying some of the Commissioners who could sit on a task force to start prioritizing the short term goals.

Commissioner Ortiz questioned the letter that is going to City Council and what it entails. Staff stated the CAC wanted to convey support of the City tree-planting program and the importance of that program to the Council and also to convey the willingness to assist in any way possible. Staff is recommending one of the Commissioners to draft a letter to bring back to the CAC for approval and then forward that letter to the City Council. Commissioner Ortiz asked if there was a time frame for this letter. Staff stated that there was no time frame for this. Chair Garcia was concerned about the letter being on time for the budget process. He suggested that a Commissioner do an early draft to coordinate a two-person task force, one that would draft the letter and the other to review the letter. Commissioner Polanski stated that she would volunteer to draft the letter and send it to Commissioner Maglalang for review and comments.

MOTION to have Commissioner Polanski draft the letter and send it to Commissioner Maglalang for review and forward to staff to bring it back to the Commission.

M/S: Ortiz, Jr., Abelardo

Ayes: 5

Staff stated that the next goal to work on would be the Neighborhood Night-Out and Watch program. This was the Commissioner's desire to provide additional outreach to these programs to help initiate other Commissions to help initiate a night-out in their own communities and neighborhoods. The Commission felt the way to help in that aspect is to help develop some outreach brochures. The task force would decide what kind of material it would consist of. Commissioner Abelardo stated that the Neighborhood Night-Out was a good event. Commissioner Polanski stated that usually the event is on the first Tuesday of the month, the same time as the City Council meeting. Chair Garcia stated that the main objective is to have the neighborhoods come together from a safety perspective, security perspective, and community perspective. He stated that the Commission needs to develop paperwork on this event. A task force needs to be developed to organize the Commission to develop a handbook to give to the community. The task force will consist of Chair Garcia, Commissioners Maglalang, Pham, and Abelardo.

MOTION to accept volunteer Commissioners to the task force and submit to staff.

M/S: Ortiz, Jr., Polanski

Ayes: 5

X. Adjournment Chair Garcia adjourned the meeting at 7:25 p.m. to the May 1, 2002, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
March 6, 2002**

- I. Call to Order and Roll Call** Chair Garcia called the meeting to order at 7:00 p.m. Present were Commissioners Cook (7:05pm), Iloreta, Mandal, Pham (7:05 pm), Polanski, and Robinson (7:05 pm)
Alternates present were Commissioner Abelardo, Ortiz, Jr. (7:05 pm)
Absent: King, Maglalang, and Tabladillo
- II. Seating of Alternates** Alternates seated were Abelardo and Ortiz, Jr.
- III. Pledge of Allegiance** Vice-Chair Iloreta led the Pledge of Allegiance.
- IV. Approval of Agenda** MOTION to approve the Agenda as submitted.

M/S: Mandal, Abelardo

Ayes: 5

Absent: 4 (Cook 7:05 pm, Pham 7:05 pm, Robinson 7:05 pm, Ortiz, Jr. 7:05 pm)
- V. Approval of Minutes** MOTION to approve the Minutes of February 6, 2002

M/S: Polanski, Mandal

Ayes: 5

Absent: 4 (Cook 7:05 pm, Pham 7:05 pm, Robinson 7:05 pm, Ortiz, Jr. 7:05 pm)
- VI. Announcements** Staff announced the Arbor Day Celebration on Saturday, April 20, 2002. Traditionally the CAC has sponsored a booth for the Neighborhood Beautification and staff will again be looking for volunteers for this event. Volunteers will be chosen at the April CAC meeting. Staff will also be looking for volunteers for the Global Village event that is scheduled for May 18, 2002.

The CAC Work Plan will be presented to the City Council on April 2, 2002. Staff is asking the Commissioners to be present at this

meeting to help in presenting their plan to the Council.

VII. Citizens' Forum

Chair Garcia invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. The Midtown Plan is in its final stages and will be presented to the City Council for approval on March 19, 2002. The YMCA has been vacated in Milpitas. The City is temporarily leasing out the facility just like the Community Center for events. The Council approved the Draft Housing Element. Deepka Lalwani will replace Commissioner Evelyn Chua on the Planning Commission.

IX. Public Hearing

a. Review of Community Development Block Grant (CDBG) Program Applications of FY 2002-03.

Senior Housing and Neighborhood Preservation Specialist Gloria Anaya outlined the Community Development Block Grant (CDBG) Program, explaining that the City would be receiving \$693,000 in CDBG funds for FY 2002-03 from the Department of Housing and Urban Development. Ms. Anaya stated total funding available for Public Services is \$103,950 and \$450,450 for Non-public Services.

Ms. Anaya informed the Commission that 24 eligible applications were received. However, the Calaveras Hills 4H Club application was withdrawn. Therefore, the CAC is reviewing 23 applications, 18 in Public Services and 5 in Non-public Services. It should be noted that staff's proposed funding recommendation for Selwyn Park is \$100,000. However, they anticipate to spend ahead an additional \$50,000 this year which will be taken from next year's (FY 2003-04) CDBG allocation. Therefore, next year's CDBG grant allocation will be reduced by this amount.

Ms. Anaya explained that each applicant would be allowed three minutes for presentations, and two minutes for questions from the Commission; after public hearing was closed, the Commissioners would be asked to allocate the available funds via the ballot process; and a recess is taken while staff enters each Commissioner's ballot allocation into a spreadsheet which would be totaled and averaged for final discussion and recommendation. The minimum funding level that was established by the CAC and City Council is \$5,000. Ms. Anaya asked that ballot allocations be at \$5,000 or above. Therefore, any of the programs that averages less than \$5,000 would need to be redistributed to other organizations.

The recording secretary asked each Commissioner individually if

they were currently receiving compensation from any of the applicant agencies and was informed by each and every Commissioner that they were not receiving compensation from any of the applicant agencies.

Commissioner Polanski questioned the funding for Selwyn Park. Ms. Anaya stated that the funding request for Selwyn Park is at \$150,000. Staff is proposing to fund it at \$100,000 and the additional \$50,000 will come from the general fund money. Therefore, next year's grant allocation will be reduced by \$50,000.

MOTION to open the public hearing.

M/S: Polanski, Iloreta

Ayes: 9

A representative from each of the applicant agencies present addressed the Commission with an outline of their agency's functions and how allocated funds would be utilized.

MOTION to close the public hearing.

MS: Polanski, Mandal

Ayes: 9

Commissioner Polanski questioned if the rules allow a Commissioner to leave the meeting and still vote on tonight's agenda. Staff recommended against it and stated there was a quorum.

Commissioner Robinson questioned the breakdown of Project Sentinel. Staff stated that the Commission would allocate one lump sum of money and staff would specify the task to be performed and would be divided into two categories.

Commissioner Polanski feels the CDBG funding should be used for the Senior Services and Housing Rehab programs and not the ADA ramps or Selwyn Park. Staff stated that this is a policy issue. There were 90% CIP Projects that weren't eligible for CDBG funds.

Commissioner Polanski stated that the Public Services must meet the priorities of the City Council. She stated that the CDBG grants were never meant to take over a program but to help out the agency.

Commissioner Mandal questioned staff on the number of organizations turned away. Staff stated that the 4H Club was the only one that withdrew. He wanted to commend staff for recommending funds for each agency that applied.

Staff entered each Commissioner's ballot figures into the spreadsheet and presented the results to the Commission for discussion.

Commissioner Robinson suggested not funding Filipino American Opp. Development.

MOTION not to fund Filipino American Opp. Development.

M/S: Robinson, Mandal

Ayes: 0

Noes: 9

Commissioner Iloreta proposed taking \$3,667 from Project Sentinel to cover all those that are short and take \$10,000 from the general fund making the total for Project Sentinel \$15,000.

MOTION to reduce Project Sentinel to \$5,000 and take \$10,000 from the general fund to make the grand total for Project Sentinel \$15,000.

M/S: Iloreta, Ortiz

Ayes: 9

MOTION to distribute the remainder of \$3,667 to Filipino American, Indo-American, Social Advocate for Youth, and Support Network to balance out to \$5,000.

M/S: Polanski, Iloreta

Ayes: 8

Noes: 1 (Robinson)

MOTION to allocate Public Service CDBG funds as follows:

Alum Rock Counseling Center	\$ 5,500
Asian American Recovery Services	\$ 5,011
Long Term Ombudsman Program	\$ 5,378
Catholic Charities	\$ 5,361
Milpitas Rec. Svcs – Afterschool Stay and Play	\$ 5,028
Milpitas Rec. Svcs – Camp Stay and Play	\$ 5,139
Emergency Housing Consortium	\$ 5,722
Filipino American Opp. Development	\$ 5,000
Indo-American	\$ 5,000
Live Oak Adult Day Services	\$ 5,378
Milpitas Food Pantry	\$14,817
MUSD – Student Services/Special Ed. Dept.	\$ 5,111
Next Door Solutions	\$ 5,205
Project Sentinel	\$ 5,000*
Second Harvest Food Bank	\$ 6,022

Senior Adults Legal Assistance	\$ 5,278
Social Advocates for Youth	\$ 5,000
Support Network for Battered Women	\$ 5,000
Total Public Service: \$103,950	
*Additional \$10,000 coming from General Admin to cover for Fair Housing activities	

M/S: Garcia, Abelardo

Ayes: 9

Commissioner Polanski recommends zero funding for Selwyn Park and asking City Council for a policy decision in terms of areas that the Commission funded in the past for CDBG funding and ask Council for a policy decision on whether they want to use CDBG funds to start funding sidewalks and parks.

MOTION to allocate Non-Public Service CDBG funds as follows:

Economic and Social Opportunities	\$ 97,057
Milpitas Housing Rehabilitation	\$ 55,252
City of Milpitas – Senior Center	\$185,687
City of Milpitas – Selwyn Park	\$ 72,222
City of Milpitas – ADA Sidewalk Ramps	\$ 40,232

Total Non-Public Service: \$450,450

M/S: Mandal, Robinson

Ayes: 8

Noes: 1 (Polanski)

MOTION to recommend these services to the City Council for funding and also have staff seek direction from City Council in regards to the use of CDBG funds for street and park improvements.

M/S: Polanski, Ortiz

Ayes: 7

Noes: 2 (Mandal, Robinson)

X. Adjournment Chair Garcia adjourned the meeting at 10:45 p.m. to the April 3, 2002, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
February 6, 2002**

I. Call to Order and Roll Call Chair Garcia called the meeting to order at 7:00 p.m. Present were and Roll Call Commissioners Cook, Iloreta, Maglalang, Mandal, Pham, and Polanski
Alternate present was Commissioner Ortiz, Jr.
Absent: Abelardo, King, Robinson, and Tabladillo

II. Seating of Alternates Alternate seated was Ortiz, Jr.

III. Pledge of Allegiance Commissioner Cook led the Pledge of Allegiance.

IV. Approval of Agenda MOTION to approve the Agenda as submitted.

M/S: Iloreta, Mandal

Ayes: 7

Absent: 1 (Polanski, 7:25 pm)

V. Approval of Minutes MOTION to approve the Minutes of January 2, 2002

M/S: Cook, Iloreta

Ayes: 7

Absent: 1 (Polanski, 7:25 pm)

VI. Announcements Commissioner Pham announced the Vietnamese New Year celebration at St. Elizabeth Church on Saturday, February 16, 2002. Mass will be at 6:30 pm followed by dinner at 7:30 pm.

Commissioner Maglalang announced a tree planting event in his neighborhood on Saturday, February 9, 2002. He will be hosting a breakfast at his house at 9:00 am.

Chair Garcia thanked the City and staff for a wonderful Commissioners dinner.

VII. Citizens' Forum

Chair Garcia invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves was not present at the meeting. Staff presented the City Council items on his behalf. Staff announced the Arbor Day celebration in April, Global Village in May, and the 4th of July celebration. He encourages the Commission to participate in these events. The Council on a 4-1 vote has again approved the ECO Pass for City staff and Commissioners for the calendar year 2002. The City Hall project is ongoing. The new schedule has yet to be firmed. A library project update has been presented. For further details on the project please contact Cindi Maxwell at City Hall. Councilmember Esteves thanked the Commissioners once again for all their hard work on the Commission.

IX. Old Business

a. a. 2002 Work Plan

X. New Business

a. 2002 Work Plan

Staff Valerie Barone requested that the Commission clarify their work plan before it is forwarded to the City Council. Each item for short term and long term were discussed below.

Short Term Goals

1. Neighborhood Night-Out/Neighborhood WATCH

Staff stated that it is understood that each Commissioner would work in their own neighborhood to host a neighborhood night-out.

Commissioner Maglalang questioned who was going to solicit the block captains for each area. Staff stated that the Commissioners would create a task to solicit the block captains for their neighborhoods. Commissioner Maglalang questioned about the areas where they do not live, who would take care of those areas. Chair Garcia stated that this would be a long term goal. He suggested that the Commission first start in their own neighborhoods then expand to other areas in the community.

Commissioner Maglalang suggested opening this up to all the other Commissions. Chair Garcia stated that the CAC Commission should do more outreach on this item. Staff stated the CAC Commissioners could divide up the other Commissions and would

approach each Commissioner and suggest they could take on the role of block captain if they were interested. It would be more of an outreach effort from the CAC to the other Commissioners to try to encourage a more active leadership in the community. Commissioner Mandal suggested sending literature or going to the other Commissioner meetings to relay this message.

MOTION to create a CAC task force at a future meeting to develop basic materials that the Commission can use to approach other City Commissioners to encourage them to instigate a Neighborhood Night-Out program in their neighborhoods.

M/S: Mandal, Cook

Ayes: 7

Absent: 1 (Polanski, 7:25 pm)

2. Tree Planting

Staff questioned the CAC as to what their goal is in regards to tree planting. Commissioner Maglalang stated the goal is to 1) implement this with the Arbor Day Celebration and 2) distribute door-to-door flyers. Staff stated that there is a City program on tree planting. Commissioner Polanski stated that the CAC goal is to educate the community on tree planting either by the Town Hall, advertising, etc. Staff questioned CAC if they wanted a briefing on the tree planting program. Commissioner Polanski stated that the CAC recommend to the City Council that this program be continued citywide and ask Council if there is anything that the CAC could do to assist the program with. Commissioner Mandal recommended to the CAC that they could inform the Council that there could be more community awareness.

MOTION to recommend to the City Council that the CAC is in support of the tree planting program and that they are willing to assist in anyway possible.

M/S: Maglalang, Mandal

Ayes: 8

3. Neighborhood Beautification Awards Selection Criteria

Staff stated that they would bring back recommendations for improving the Neighborhood Beautification Awards selection criteria. The CAC will then develop a recommendation to be forwarded to City Council for approval prior to September 2002. Once approved by Council these recommendations will be used in the 2002 NBO

Awards program.

MOTION for staff to present CAC with recommendations for the NBO Selection Criteria to be forwarded to the City Council for approval.

M/S: Garcia, Iloreta

Ayes: 8

4. Town Hall Meeting

Staff suggested that the CAC highlight areas, which would be of interest to the community.

Commissioner Mandal questioned if a date has been set for the Town Hall meeting. Staff stated that the CAC would choose a date at the April CAC meeting.

MOTION to set a date for the Town Hall meeting at the April CAC meeting.

M/S: Mandal, Iloreta

Ayes: 8

5. Global Village

Commissioner Polanski questioned if the CAC would be able to participate in hosting a booth at the Global Village on May 18, 2002. Staff stated there should be no problem with hosting a booth.

MOTION to host a booth at the Global Village event.

M/S: Polanski, Ortiz, Jr.

Ayes: 8

Long Term Goals

1. Participate in the City's 50-Year Anniversary

This goal is self-explanatory and needs no further explanation.

2. Host a Thank You Activity for City Public Safety Personnel

Staff stated this is a concern due to the fact that Council has not directed the CAC to do this. If the CAC is interested in hosting a thank you for public safety personnel, what the CAC needs to do is form a task force to put a report together on why, what it would cost, how it would happen, and what are the benefits of hosting a thank you and then ask Council if they want the CAC to proceed.

Chair Garcia stated that this would not only be for public safety personnel but for all public employees of the City of Milpitas. He stated this would be a goal for 2003. Staff stated that there is some sort

of employee recognition once a year for the employees of the City of Milpitas. Also, the Gene Schwab award is given once a year to an employee of the City. Chair Garcia suggested creating a task force to gather information on what other cities do and bring back to the Commission.

Commissioner Ortiz, Jr. feels that the CAC Commission is beginning to go off track and that they should focus on the community. He feels the CAC should move towards more of an educational Commission.

MOTION to create a task force to gather information to bring back to the CAC for recommendation.

M/S: Iloreta, Ortiz, Jr.

Ayes: 7

Noes: 1 (Polanski)

3. Cell Phone Usage

Staff suggested the CAC create a task force to determine if there is a problem, identify the problem and have the whole CAC review it and submit their report to the City Council.

4. Street Sweeping

Commissioner Mandal stated that there should be an ordinance to cite the person when they do not move their vehicles on street sweeping days. He suggested a task force be created to study the problem. Staff suggested the CAC authorize the Chair to write a letter to the City Council with their concerns. Commissioner Maglalang stated that the CAC should gather information from other cities. Commissioner Mandal feels that this issue is an important item that needs to be addressed. Commissioner Polanski stated that this item should be tied with the Neighborhood Beautification Ordinance. Staff suggested the CAC advocate through a letter the CAC position for a need for an enforceable street-sweeping schedule to be forwarded to the City Council.

MOTION to move this item to a short term goal.

M/S: Cook, Mandal

Ayes: 8

5. Gateway Signs

Staff stated there is a CIP project for gateway signs. As with street sweeping, Staff is suggesting the CAC forward a letter to Council the importance of this item.

MOTION to review the CIP and forward a letter to the Council the importance of this item.

M/S: Maglalang, Ortiz, Jr.

Ayes: 8

X. Adjournment Chair Garcia adjourned the meeting at 8:30 p.m. to the March 6, 2002, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
January 2, 2002**

I. Call to Order and Roll Call Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners, Garcia, Iloreta, Maglalang, Polanski, and Robinson (7:05 pm)
Alternates present were Commissioners Abelardo and King (7:40 pm)
Absent: Cook, Mandal, Ortiz, Jr., and Tabladillo

II. Seating of Alternates Alternates seated were Abelardo and King.

III. Pledge of Allegiance Commissioner Abelardo led the Pledge of Allegiance.

IV. Approval of Agenda MOTION to approve the Agenda as submitted.

M/S: Polanski, Iloreta

Ayes: 6

Absent: 2 (Robinson, 7:05 pm King, 7:40 pm)

V. Approval of Minutes MOTION to approve the Minutes of December 5, 2001

M/S: Maglalang, Polanski

Ayes: 6

Absent: 2 (Robinson, 7:05 pm King, 7:40 pm)

VI. Announcements There were no announcements.

VII. Citizens' Forum Chair Pham invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He announced the termination of the City Hall contractor Turner Construction. City staff will take over the project. There will be a delay in the move to possibly June. The library project is on schedule. The City Council supports Proposition 42, which is the Transportation Funding measure. There will be a 4th of July parade in Milpitas. The Global Fair is scheduled for May. Commissioner Polanski and Robinson suggested to Councilmember Esteves that Commissioner Abelardo be a regular member on the Commission.

IX. Public Hearings

a. Reallocation of Unspent Community Development Block Grant (CDBG) Funds

Staff Felix Reliford gave a brief presentation the CDBG funds. He stated that HUD recently introduced a new policy that allows HUD to reduce future City CDBG funds should the City not expend the funds within a timely manner. HUD rule states that entitlement grantees cannot have over 1.5 (150%) of their current great year funds unspent on May 2, 2002. At this time, the City will not be able to meet this deadline. The City has approximately \$800,000 that will need to be spent prior to this date. The reasons the City has not be able to spend this funds are: 1) several delays to housing projects that have been carried over from previous years, 2) construction delays outside of the agency, and 3) funding such as Tri-Cities that have been returned to the City due to their closure.

In order to meet the HUD deadline without losing any funds prior to May 2, 2002, Staff is recommending a series of funding for public facilities and community improvement projects that are identified in the City's 2001-2006 Capital Improvement Projects (CIP). These activities include five CIP projects that are either currently under construction and funded by Redevelopment Agency Funds or can be expedited to meet the May 2, 2002 deadline. Any unused funds will go to New York for the September 11, 2001 event. The following is the selected CIP projects:

1. Augustine Park Renovation – CIP #5067
2. ADA Sidewalk Ramps – CIP #4184
3. ADA Compliance – CIP #5048
4. Senior Center Renovation – CIP # 8134
5. Audible Pedestrian Signal Installation – CIP #4173

Staff is also recommending expanding the existing Economic and Social Opportunities (ESO) Program to assist Milpitas residents for energy efficiency improvements to their housing policy.

Commissioner Polanski questioned if there were any restrictions on the funds or do they go with the normal CDBG priority list. Staff stated that these projects, except the ESO project, have never been part of the CDBG process. Staff also stated that one of things that staff will need to do is amend the Consolidated Plan. Most of the projects are ADA related. Commissioner Polanski also questioned if there were any restrictions putting some of the money toward the Milpitas Food Pantry. Staff stated that money has to go to housing activities and not public services.

Commissioner Maglalang questioned if the City was running out of funds for minor home repairs. Staff stated that with the expansion of the ESO program the City could accommodate about 80 homes a year instead of the 15-20 homes they have previously done.

Staff stated that any unused funds would go to New York for the September 11, 2001 event.

MOTION to open the public hearing.

M/S: Polanski, Iloreta

Ayes: 7

Absent: 1 (King, 7:40 pm)

There was no public testimony taken.

MOTION to close the public hearing.

M/S: Polanski, Robinson

Ayes: 7

Absent: 1 (King, 7:40 pm)

Commissioner Robinson questioned if there was any way to wait and see if giving the money to New York and Washington is going to pan out, could the Commission vote on this issue in a month or two. Staff stated that time is of the essence because if the City does not use the money now they will lose it.

MOTION to recommend that the City Council reallocate \$800,00 +/- of unspent CDBG funds to the described projects.

M/S: Maglalang, Polanski

Ayes: 7

Absent: 1 (King, 7:40 pm)

X. New Business

a. 2002 Work Plan

Staff stated at the December meeting the Commission began their work plan and identified several potential goals for the coming year including some of the ongoing tasks. There were a couple of items that Staff is recommending the CAC add tasks for this year; they are Creek Clean Up Participation and Neighborhood Clean Up Participation. Staff also stated the Gateway Signs have been one of the items on the City Council radar for many years now and that with some of the budget issues and constraints, it is unlikely this will be funded this year. The Council did prioritize gateway signs at McCarthy Ranch and a gateway feature at the Tasman Light Rail station. Staff stated that the Commission might want to consider gateway signs as a long-term goal rather than a short-term goal. In regards to cell phone usage, Staff stated that regulating vehicles on roadways is via the California Vehicle Code. Local laws cannot supercede this code.

Commissioner Maglalang suggested having the 50-year anniversary of the City as a long-term goal and Commissioner Polanski agreed.

Commissioner Maglalang stated that in regards to the Gateway Signs because of budget reasons, he feels the idea is to make some sort of decision or recommendation of what kind of signs the Commission wants to recommend to the Council. Staff commented that there are limits on the allocation of staff time, several staff members have been reallocated to the City Hall project.

For trail improvements it was noted that the Parks and Recreation handles this item. Commissioner Robinson questioned if there are any trails that run through the City on any of the creeks. Staff stated the City has a Trails Master Plan that identifies the locations of future trails and also gives prioritization as to how the trails would develop over time as funding comes up.

Commissioner Garcia commented that 35 states are considering legislation on cell phone usage. He feels this item needs to be examined. Commissioner Polanski stated that she would like to see if there is any discussion on this issue at the Town Hall meeting before the Commission decides to have this as a goal. Commissioner Robinson suggested monitoring the data as it is developed about the impact of cell usage on driving. He also stated developing ideas on what the Commission may or may not do about this issue and make recommendations to the City Council. Commissioner Garcia stated that sometimes the City Council does not necessarily have to pass an ordinance but it can certainly send a proclamation or resolution to the State on how the citizens of Milpitas feel about cell phone usage. He feels

that there is interest in this issue and that the Commission should not let it die. Commissioner King feels that the cell phone usage issue is a very important issue to consider for the Commission.

On the Neighborhood Night Out, the Commissioners suggested having a night out in their own neighborhoods. Commissioner Maglalang thought of having a Commissioner volunteer as a block captain. He also stated sending flyers to the neighborhoods in different languages to communicate with different ethnic groups. Commissioner Maglalang also stated having a block captain in the tree planting item. Commissioner Abelardo suggested informing the neighborhoods on tree planting and sponsoring a tree planting event in their neighborhood.

Commissioner Polanski stated that the Town Hall meeting is to get feedback from the community on the NBO and other topics. Commissioner Abelardo stated that the Town Hall meeting is usually a bigger scope of the neighborhood night out. He suggested having the block captains attend the Town Hall meeting.

Commissioner Polanski suggested checking with other cities on how they recognize their Police and Fire Departments.

The following is the selected short-term and long-term goals for the 2002 CAC Work Plan:

Short-term Goals

1. Neighborhood Night-Out/Neighborhood WATCH
2. Tree Planting
3. Neighborhood Beautification Awards Selection Criteria
4. Town Hall Meeting
5. Global Village

Long-term Goals

1. Participate/Organize City's 50-Year Anniversary
2. Thank You Activity for City Police and Fire Service Personnel
3. Cell Phone Usage
4. Street Sweeping
5. Gateway Signs.

MOTION to approve the recommended 2002 CAC Work Plan and

forward to the City Council for approval.

M/S: Polanski, Iloreta

Ayes: 8

b. Selection of Community Advisory Commission Officers

Chair Pham thanked the Commission for all the help and support giving to her as Chair for the past year. Commissioner Robinson nominated Vice-Chair Garcia as the new Chair. There were no other nominations.

M/S: Robinson, Abelardo

Ayes: 8

Commissioner Abelardo nominated Commissioner Iloreta as the new Vice-Chair. There were no other nominations.

M/S: Abelardo, Garcia

Ayes: 8

X. Adjournment Chair Pham adjourned the meeting at 8:30 p.m. to the February 6, 2002, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
January 3, 2001**

I. Call to Order and Roll Call

Chair Maglalang called the meeting to order at 7:00 p.m.
Present were Commissioners Cook, Garcia, Iloreta, Mandal,
Pham, Polanski, and Robinson (7:10 pm)
Alternates present were Tabladillo
Absent: Johansen, Ortiz, Jr., Parikh, and Washburn

II. Seating of Alternates

Alternate Tabladillo was seated.

III. Pledge of Allegiance

Chair Maglalang led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Polanski, Cook Ayes: 8
Absent: 1 (Robinson 7:10 pm)

V. Approval of Minutes

MOTION to approve the Minutes of December 6, 2000

M/S: Mandal, Cook

Ayes: 7

Abstain: 1 (Tabladillo)

Absent: 1 (Robinson 7:10 pm)

VI. **Announcements**

Staff announced and distributed the ECO Pass packets to all the Commissioners.

Commissioner Polanski announced the 47th birthday for the City of Milpitas on January 24, 2001. She stated that as a Commission it would be a good idea to ask the City Council if the CAC could participate in the planning of the 50th celebration for the City of Milpitas in two years.

Commissioner Mandal announced the Santa Clara Water District Tour.

Chair Maglalang reminded the Commissioners of the Recognition Dinner on January 29, 2001 at the Sheraton Hotel.

VII. **Citizens' Forum**

Chair Maglalang invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. **Liaison Reports**

a. **City Council**

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He stated that the Civic Center is still on schedule.

Councilmember Esteves announced the resignation

of Scott Johnson, Finance Director and the retirement of Marsha Schneider, Recreation Services Supervisor. He stated that Cherie Rosenquist has joined the City of Milpitas as Human Resources Director. The City Council has elected Bob Livengood as new Vice-Mayor for the City of Milpitas. The Council has approved the Special Events Calendar for 2001.

Councilmember Esteves stated that the City of Milpitas was a finalist for the Nations In Bloom competition.

b. Planning Commission

Planning Commissioner Gurdev Sandhu introduced himself to the Commission and gave a brief summary of the most recent Planning Commission items. The Planning Commission has recommended a take-out restaurant that will be on-line. There will be a Planning Commission Housing workshop on Saturday, January 20, 2001, which will be open to the public. The workshop will be held from 9:00 a.m. to 1:00 p.m. beginning at City Hall.

IX. New Business

a. Election of Chair and Vice-Chair

According to the bylaws, new officers for the positions of Chair and Vice-Chair are elected at the beginning of the year.

Chair Maglalang asked for nominations for the position of Chair. The following nomination was made: Marie Pham. Marie Pham was elected Chair for 2001 by the following vote:

Marie Pham: 9

The following nominations were made for the position of Vice-Chair: Arsenio Iloreta (declined), and Alfred Garcia. Alfred Garcia was elected Vice-Chair for 2001 by the following vote:

Alfred Garcia: 9

Chair Pham thanked the staff for support and also thanked the previous Chair Maglalang for serving on the Commission.

Ex-Chair Maglalang thanked the staff and the Commission and encourage everyone to participate and share their views with the Commission.

b. Town Hall Meeting and Neighborhood Beautification Survey

Staff Gloria Anaya announced the Town Hall Meeting for feedback on the Neighborhood Beautification Ordinance will be held on Wednesday, February 21, 2001, at the Milpitas Community Center Auditorium at 7:00 p.m. Staff stated that input from the meeting and survey will be brought back to the CAC in April 2001 prior to going to the City Council.

Staff stated the format of the meeting would be the same as the kickoff for the NBO, which was held February 1, 2000. The meeting will be publicized in the Milpitas Post, Cable Channel 15, and displayed on the City's Web site. There will be a banner placed at the new City Hall site announcing the meeting.

Commissioner Tabladillo questioned staff if the survey would be in different languages. Staff stated it would be indicated on the survey that information

is available in different languages.

Commissioner Garcia was concerned about the topic of the meeting. He stated that at the last meeting the Neighborhood Beautification would not be the main topic. He feels the survey should be reworded to state that the Town Hall meeting is regarding all community issues and that the NBO is one of the topics. Staff stated that an ad would run in the Milpitas Post and Channel 15 elaborating other issues of concern to the public.

Commissioner Polanski suggested revising the survey to read Community Issues including the NBO as the topic.

Commissioner Robinson agreed with Commissioner Garcia that the meeting was a Town Hall meeting and the survey was secondary to this particular meeting.

Commissioner Polanski stated that since it has been a year since the Neighborhood Beautification Ordinance became effective the City Council wanted feedback from the CAC and the community on this item.

Chair Pham suggested elaborating in the Post the issues that the community might feel are important to them. Staff stated that the survey would have a question regarding other issues that have not been addressed with the NBO. It is very important that they get feedback on the NBO to take back to the City Council. The main focus on this meeting is the NBO in order to meet the needs of the Council.

Commissioner Tabladillo questioned staff if the survey would be sent to residents, businesses or all. Staff stated the survey is being sent to renters,

homeowners, and businesses. Plus a banner will be placed at the old City Hall.

Commissioner Polanski suggested omitting the word community from the first question and leaving in the word neighborhood.

Commissioner Maglalang suggested the return mail be bulk mail. Staff stated that there is a possibility to have returned bulk mail if it is in the budget.

Commissioner Tabladillo stated she would prefer seeing the flyer on recycled paper. If the Commission is advocating for the environment the paper should be environmentally correct.

X. Old Business

a. Chamber of Commerce - Marketing the City of Milpitas

Staff stated that at the November CAC meeting, the Commission stated that the marketing of the City of Milpitas should be driven by the business community. Staff distributed a draft letter to the Commission for review. Staff also stated that the Chamber of Commerce might not be interested in pursuing this issue.

Commissioner Polanski stated that the CAC felt that the Chamber of Commerce was the best place to promote the City since they are a business entity.

Chair Pham suggested inviting the Chamber of Commerce to the Town Hall meeting to get to know them and then discussing this issue. Commissioner

Polanski suggested putting the letter on hold until after the Town Hall meeting then contacting the Chamber to see if they are interested or not.

Councilmember Esteves suggested calling the Chamber of Commerce and request that this issue be agendize to the board meeting.

MOTION to have the CAC Chair contact the Director of the Chamber of Commerce to see if they are interested in marketing the City of Milpitas.

M/S: Polanski, Cook

Ayes: 8

Noes: 1

XI. Adjournment

Chair Pham adjourned the meeting at 8:03 p.m. to the February 7, 2001, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
November 7, 2001**

**I.
Call to Order
and Roll Call**

Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners Iloreta, Maglalang, Mandal, Polanski, Robinson, and Washburn
Alternate present was Abelardo
Absent: Cook, Garcia, Ortiz, Jr., Parikh, and Tabladillo

**II.
Seating of
Alternates**

Alternate Abelardo was seated.

**III.
Pledge of
Allegiance**

Commissioner Washburn led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Robinson, Polanski Ayes: 8

**V.
Approval of
Minutes**

MOTION to approve the Minutes of October 3, 2001

M/S: Polanski, Robinson

Ayes: 5

Abstain: 3 (Iloreto, Mandal
Washburn)

**VI.
Announcements**

Staff announced the Commissioner Recognition dinner and that this year the Commissioners were being given a gift choice. The dinner is scheduled for Thursday, January 31, 2002 at the Embassy Suites Hotel in Milpitas.

Commissioner Maglalang announced the 2nd Annual Christmas Concert Sunday, December 9, 2001 at 3:00 p.m. at St. Elizabeth Church. Proceeds will go to the Special Education Department at Milpitas High School and St. Elizabeth's Church renovation.

**VII.
Citizens' Forum**

Chair Pham invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

a.
City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He announced that the Planning Commission is interviewing for two Planning Commissioner positions. The City Hall moving date is March 11, 2002. For FY 2000/01, the City had a good financial report, more revenues and less expenditures. In the first quarter of FY 01/02, however, there was a drop in revenue of 22%. The Council supported the Milpitas Chamber of Commerce in their Back to Business campaign. This is a community effort and partnership not only with the Chamber, but also with the businesses and the City of Milpitas.

IX. Staff Presentation on the Brown Act

Staff introduced Assistant City Attorney John Bakker. Mr. Bakker gave a brief presentation on the Brown Act. The Brown Act is California's Open Meeting law. It is set forth in provisions in the government code. It was adopted in 1953 after an expose in the San Francisco Chronicle mentioned how governmental decisions were made behind closed doors. The Brown Act applies to legislative bodies.

The requirements of the Brown Act are: meetings have to be noticed and agendaized, items can only be discussed that are on the agenda that was previously noticed. In certain circumstances ad hoc subcommittees are not subject to the Brown Act requirement. An Ad Hoc committee is a subcommittee of less than a quorum of the legislative body that created the subcommittee. An ad hoc subcommittee is formed for a single purpose and a standing committee is subject to stricter requirements of the Brown Act. The general requirements of the Brown Act are: the body sets forth its meeting time and place, meetings need to be held in its jurisdiction, regular meetings have to be noticed 72 hours before they occur, special meetings can be noticed 24 hours before they occur, the agenda needs to show the time and location of the meeting, and the agenda needs to have a brief

description of the items to be discussed. Another requirement of the Brown Act is that members of the public be permitted to comment on any item on the agenda. The Commission is generally precluded from discussing at an open meeting anything that is not on the agenda. The public has the right to review the recording or videotape of meetings.

Violations of the Brown Act are when Commissioners are at a gathering and discuss issues regarding the CAC or relaying e-mails to other Commissioners regarding CAC issues.

Mr. Bakker offered the following closing advice to the Commission: discuss and take action on items that are on the agenda, always provide opportunity for comment from the audience, and members of the Commission need to remember not to discuss CAC issues with the public outside of the public meeting if more than a quorum is present.

Commissioner Robinson questioned if speaking with another Commissioner about something that is City-related that is not on the agenda is in violation of the Brown Act. Mr. Bakker stated that if he and the other Commissioner are speaking outside of the meeting it is not in violation. If it is less than a quorum, any item discussed is not in violation of the Brown Act. It is a violation when the item is being discussed with the other Commissioners through phone, email, etc.

Commissioner Mandal questioned the time frame to make changes to the agenda before it goes out. Mr. Bakker stated that the Commissioners could make changes before the 72-hour notice. Items can be added on an emergency basis to the agenda if the Council finds that it is necessary.

Commissioner Maglalang questioned if there have been any lawsuits in the history of the Brown Act. Mr. Bakker stated that there have been many cases in the past. Commissioner Maglalang questioned if the quorum also applies to the alternates. Mr. Bakker stated the alternates are not members of the Commission until they are at the Commissioner meeting and

there is not a full body of Commissioners at the Commission meeting. Commissioner Maglalang questioned whether a discussion among him and some of the alternates outside of the regular scheduled meeting would be a violation of the Brown Act. Gail Blalock, City Clerk, stated that the alternates should also adhere to the Brown Act in terms of discussing any items not on the agenda. Mr. Bakker stated that without looking at this carefully, he believed it would not be a violation of the Brown Act. Councilmember Esteves advised to err on the safe side of caution and to consider alternate members as regular members outside of the meeting.

Commissioner Robinson questioned how one would go about putting an item on the agenda. Ms. Blalock stated that the staff liaison works with the Chair so that if a Commissioner wants to put an item on the agenda they would either contact the staff liaison or the Chair. Staff also stated that when the meeting is being held a Commissioner, under announcements, might request to agendize an item for a future meeting.

X. New Business

a. CAC Bylaws Revisions

Gail Blalock, City Clerk, gave a presentation on the CAC Bylaws. The Council has taken some action that affects all of the City Commissions and is looking at the bylaws for all the Commissions to be update them. A major change to the bylaws for the CAC is to reduce the number of regular members from 10 to 9 and require that all members be Milpitas residents. The Council recently added a 2-year term for all alternates. Another revision is when any member or alternate has 3 or more unexcused absences in a 12-month period, the Commission shall forward this information to the City Council for review and possible removal of the member or alternate from the Commission. A statement regarding re-appointment on the Commission has also been added. Ms. Blalock stated that a letter should be submitted to the Mayor with a copy sent to the Commission's Chairperson. In regards to meetings, if there is a conflict with a holiday, the Commission should reschedule or

cancel the meeting. There was a statement added referring to Robert's Rule of Order as being used for the orderly conduct of the meetings and that a majority of the seated members of the Commission without regard to vacancy shall constitute a quorum. For the CAC, 5 members constitute a quorum. Lastly, a statement was added that if a member arrives after an alternate has been seated, that alternate will remain as a voting member until the end of the meeting.

Commissioner Polanski did not agree with the wording in Section 7 in regards to the quorum. She felt it should be 5 members as a quorum. Ms. Blalock stated that in Section 3 members and alternates are expected to attend all meetings. If the Council approves these changes, alternates' attendance would also be subject to review if they miss 3 or more meetings in a 12-month period. Commissioner Polanski agreed that alternates should attend all meeting. At present, the majority of the alternates attend once every four months. Commissioner Mandal agreed with Paragraph 3, which states that the alternates need to attend all meetings.

Commissioner Maglalang suggested having orientation for new members or alternates. Ms. Blalock stated that orientation could be contained in the bylaws. In practice, it probably should be done before their next meeting. Orientation is not required to be in the bylaws.

Commissioner Maglalang felt that the Vice-Chair should be automatically elected to Chair the following year. Ms. Blalock stated that some people who might be comfortable being Vice-Chair might not want to become Chair. Commissioner Washburn felt it has to be unanimous for Vice-Chair to become Chair to make this revision. Commissioner Polanski felt that Chair and Vice-Chair should be elected each year as it is now.

Commissioner Iloreta questioned the re-appointment of a Commissioner. Ms. Blalock stated that some kind of communication is necessary to the Mayor for re-appointment. If you do not wish to be re-appointed, a letter is also needed to be

sent to the Mayor. Commissioner Polanski questioned if the first alternate in line fills the vacancy of the regular member. Ms. Blalock stated that the first alternate in line does fill the vacancy and then that position becomes vacant. Commissioner Polanski suggested that the Council liaison receive a letter from the Commissioner that is either being re-appointed or who wishes to resign. Commissioner Robinson questioned if e-mailing is acceptable. Ms. Blalock stated that basically the City is looking for some kind of confirmation.

Councilmember Esteves questioned what is an excused absence compared to an unexcused absence. Ms. Blalock stated that the Council does not automatically review just because someone has missed 3 absences in a row. Basically, the Mayor or Council has to put this item on the Council agenda.

MOTION to approve amended changes to the bylaws as stated: Under Section 3, Page 1, first paragraph, omit the word unexcused. Under Section 3, Page 1, second paragraph, add the word e-mail to the sentence. Under Section 7, Page 2, delete the last sentence. Under Section 7, Page 2, use the same language as the original bylaws with the exception of using the word "five" instead of "six" for a quorum.

M/S: Robinson, Mandal Ayes: 8

Commissioner Iloreta felt that the word "unexcused" should be included in the bylaws. Commissioner Polanski stated that it is up to the Council liaison or Commission if excused or unexcused is valid. Councilmember Esteves stated that the Commission should leave the word "unexcused" in the bylaws because three absences in one year may be due to the fact of illness or emergency. Commissioner Mandal agreed to leave the word "unexcused" in the bylaws.

MOTION to leave the word "Unexcused" in the bylaws.

M/S: Robinson, Maglalang Ayes: 8

**b. BFI
Presentation**

Barbara Daniels, Admin. Analyst, gave a brief presentation on household items. Ms. Daniels stated that the City has a city collection program. One of the services is called Bulk Item Pick-up. This is a curbside collection of large items such as furniture and appliances. The cost for the service is \$42.00 per two items plus an additional \$16.00 for any additional items. There is an additional cost for the disposal of the Freon, which is \$31.00. To obtain access to this service, customers should call BFI Customer Service and schedule an appointment. Usually, the appointment is scheduled for the regular collection day of pick-up.

Darryl Wong, Principal Civil Engineer, gave an overview of the process of the household dump day. Mr. Wong stated the service is available to Milpitas residents two times each month, 2nd and 4th Saturday of each month. Each customer may dispose up to 6 loads each year. Milpitas citizens must show a valid ID such as driver's license or utility bill. The privileges to the curbside disposal are that there are no restrictions. Some materials that are not accepted are hazardous materials such as paint, oil, batteries, and chemicals. There is a county household disposal for hazardous waste. The number is 299-7300 at no charge.

Mr. Wong also gave a brief history of the household dump day. The contract is re-negotiated every two years. There is a surcharge if the City exceeds the 3,100 tons of waste. The Council suggested modifying the service to twice a month. Starting July 2001 the service went to twice monthly. Milpitas is one of two cities in the county that has total unlimited garbage collection.

Commissioner Mandal questioned how the money is collected for this service. Ms. Daniels stated when a customer makes an appointment the payment is arranged at that time.

Commissioner Maglalang suggested having better lanes at the

landfill. Mr. Wong stated that there is a backup of traffic at the landfill. Staff will discuss this further with BFI. Commissioner Maglalang also inquired about the free compost day. Ms. Daniels stated that this is a special program that is tied with the Arbor Day Celebration.

Commissioner Mandal thanked the City staff on the Make A Difference Day. It was a great success. He requested agendizing the street sweeping problem for the next meeting. Commissioner Maglalang stated that item was denied last year. Commissioner Polanski stated that this item was discussed last year and it was voted not to proceed with it. Staff stated that there is no ordinance in effect. Staff suggested having the street sweepers out on specific occasions. Commissioner Mandal felt that this item should be addressed again.

MOTION to agendize the recommendation from staff regarding street sweeping on special occasions such as Make A Difference Day for the next meeting.

M/S: Robinson, Maglalang Ayes: 8

c. Holiday Social and Tree Decorating Celebration

Staff announced the holiday social and tree decorating celebration. The date and time set for this event this year is Saturday, December 1, 2001 at 2:00 p.m. at City Hall.

XI. Public Hearing

a. Review of Community Development Block Grant (CDBG) Funding Priorities for FY 2002-2004

Staff, Gloria Anaya, gave a presentation on the review of the Community Development Block Grant (CDBG) funding priorities. Ms. Anaya stated that the CAC and City Council established a policy to review CDBG funding priorities every two years. The last time funding priorities were reviewed and adopted by CAC and City Council was December 1999. The next CDBG funding cycle will be February 2002. The existing priorities are:

Public Service

1. Senior Services
2. Homeless Sheltering / Services
3. Battered Women Sheltering / Services
4. Child Care
5. Youth Teen Services
6. Crime Prevention

Non-Public Service

1. Home Repair / Rehabilitation
2. New Affordable housing Construction

Staff is recommending maintaining the current funding priorities with the exception of adding Rental Rehabilitation as number 3 under the non-public service category. The CAC funding recommendations will be forwarded to the City Council for their review and adoption on November 20, 2001.

MOTION to open the public hearing.

M/S: Polanski, Maglalang Ayes: 8

A representative from Second Harvest Food Bank and Milpitas Food Pantry addressed the Commission with an outline of their agency's functions and recommended the CAC go with staff's recommendation to keep existing priorities.

MOTION to close the public hearing.

M/S: Polanski, Washburn Ayes: 8

Commissioner Polanski suggested re-categorizing the priorities in public service. She stated that the battered women priority should be moved to the bottom of the list since the City no longer has a battered woman shelter in the City.

Commissioner Robinson questioned the funding differential among agencies. Ms. Anaya stated that the list is a tool to help guide the Commissioners when reviewing the funding applications.

Commissioner Abelardo questioned if there is a record of how many battered women there are in Milpitas. He stated that he very seldom sees anything about battered women in the Post. He suggested omitting the battered women funding from the list. Ms. Anaya stated the battered women shelters are kept confidential and the need for this service is very much in demand.

Commissioner Mandal questioned how is a battered woman helped if there is no facility in Milpitas. Ms. Anaya stated the clients are sent to other shelters. The shelters keep track of women living in Milpitas.

Commissioner Polanski questioned staff on the prioritization of the list. Ms. Anaya stated the City looks at the needs of the agency. Commissioner Polanski asked if the Council looks at these priorities also. Councilmember Esteves stated that the Council does look at these funding priorities.

MOTION to accept staff recommendation with the exception of moving the battered women priority to number six on the list under public service and to add the rental rehabilitation to number three in the non-public service category.

**XII.
Commissioner
Discussion
Items**

**a. Cellular
Phone Usage**

Commissioner Robinson stated that he did some research on the use of cell phones while driving in Milpitas. He stated he spoke with Milpitas traffic officers and they did agree that it is causing a problem. The City Chief of Police feels this is a county problem and not a City problem.

Commissioner Mandal questioned if the police do question people involved in an accident if they were on the phone or not. Commissioner Abelardo stated that in the cities of Mountain View and San Carlos the police do question the people if a cell phone was in use.

Commissioner Polanski stated that many of the people who work in Milpitas do not live in Milpitas. It would be difficult to enforce this law. She also stated that she believes there is a California law about driving a vehicle safely while using a cell phone.

Commissioner Mandal feels that there is more information needed to pursue this item. Commissioner Maglalang suggested including this item in the work plan for next year.

Commissioner Washburn stated that she was impressed by all the information the Milpitas Police Department provided.

MOTION to review cellular phone usage for the work plan for next year.

M/S: Mandal, Abelardo

Ayes: 5
Noes: 2 (Polanski, Washburn)
Abstain: 1 (Iloreta)

XIII.
Adjournment

Chair Pham adjourned the meeting at 9:50 p.m. to the
December 5, 2001, meeting at the Milpitas Community Center,
Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
March 7, 2001**

I. Call to Order and Roll Call

Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners Cook (7:20 p.m.), Garcia, Iloreta, Johansen, Maglalang, Mandal, Polanski, and Robinson
Alternates present were Ortiz, Jr. (7:05 p.m.)
Absent: Parikh, Tabladillo, and Washburn

II. Seating of Alternates

Alternate Ortiz, Jr. was seated.

III. Pledge of Allegiance

Vice-Chair Garcia led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda with Item 10A City Calendar be moved to the first item on the Agenda.

M/S: Johansen, Polanski

Ayes: 8

Absent: 2 (Ortiz, Jr., 7:05 pm Cook, 7:20 pm)

V. Approval of Minutes

MOTION to approve the Minutes of February 7, 2001

M/S: Maglalang, Robinson

Ayes: 7

Abstain: 1 (Polanski)

Absent: 2 (Ortiz, Jr., 7:05 pm Cook, 7:20 pm)

VI. Announcements

Staff announced that the Town Hall meeting was very successful. Approximately 50 residents were present. Staff thanked the Commissioners again for a very successful Town Hall meeting.

Staff also announced that the Form 700 is due at the end of March. Ali Schneider, Housing and Neighborhood Preservation Specialist will be retiring from the City at the end of March.

VII. Citizens' Forum

Chair Pham invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. The City Council approved to hire a consultant to perform needs assessment for senior citizens. This would include looking at the new Senior Center, adult day care center, senior housing, and other vital programs.

The Council also approved the expansion of the Library Commission from 5 to 7 members.

Don Bachman, Community Development Manager, has retired to go back to Colorado.

b. Planning Commission

Planning Commissioner Gurdev Sandhu introduced himself to the Commission and gave a brief summary of the most recent Planning Commission items.

X. New Business

a. 2002 City Calendar, Selection of Theme

Kathleen Yurchak, Senior Center Director and Lynette Wilson, Graphic Designer, gave a brief presentation on the City Calendar Theme for the year 2002. The suggestions for the calendar are as follows:

1. Beautiful Sites of Milpitas.
2. Community Events.
3. Architecture.
4. Proud Past, Promising Future.
5. Artwork by Milpitas and Cal Hills High Schools' Art Department.
6. Profile High-tech Companies in Milpitas.

Staff recommended Item 1 "Beautiful Sites of Milpitas" as the selection for the calendar theme for 2002. Staff chose Item 1 because this would display several of the efforts that the Neighborhood Beautification Ordinance has propelled in the City. Staff would seek input from the CAC and City staff for areas to be shown in the calendar.

Commissioner Ortiz questioned if staff has seen other city calendars. Staff stated it varies from city to city. Some cities do not have a city calendar available.

Commissioner Johansen was in favor of the Community Events idea. She feels that Milpitas is very strong in this area. If not possible for the year 2002 maybe incorporate this item for the year 2003.

Commissioner Polanski suggested Item 1 "Beautiful Sites of Milpitas"

and tagging on to the Neighborhood Beautification Ordinance is a good idea for 2002 because displaying the award winners and strengthening the ordinance sounds like a wonderful plan.

MOTION to recommend Item 1 "Beautiful Sites of Milpitas" for the calendar theme for year 2002 and Item 2 "Community Events" for the calendar theme for year 2003.

M/S: Polanski, Johansen Ayes: 10

IX. Public Hearing

a. Review of Community Development Block Grant Program (CDBG) Applications for FY 2001-02.

Senior Housing and Neighborhood Preservation Specialist Gloria Anaya outlined the Community Development Block Grant (CDBG) Program, explaining that the City would be receiving approximately \$708,000 in CDBG funds for FY 2001-02 from the Department of Housing and Urban Development. Ms. Anaya stated total funding available for Public Services is \$106,200 and \$460,200 for Non-public Services.

Ms. Anaya announced that two City applications, After School Stay and Play Program and the Camp Stay and Play program are now withdrawn. These programs could be funded from other sources. In addition, Ms. Anaya indicated that staff is not recommending funding for Tri-Cities Children's Centers Infant Care/Teen Parents Program due to the fact that the center is no longer on site at the Milpitas Unified School District. Staff is recommending that \$5000.00 be put on hold for distribution later.

Ms. Anaya informed the Commission that 24 eligible applications were received. Ms. Anaya explained that each applicant would be allowed three minutes for presentations, and two minutes for

questions from the Commission; after the public hearing was closed, the Commissioners would be asked to allocate the available funds via the ballot process; and a recess is taken while staff enters each Commissioner's ballot allocation into a spreadsheet which would be totaled and averaged for final discussion and recommendation. The minimum funding level that was established by the CAC and City Council is \$5,000. Ms. Anaya asked that ballot allocations be at \$5,000 or above. Therefore, any of the programs that averages less than \$5,000 would need to be re-distributed to other organizations.

The recording secretary asked each Commissioner individually if they were currently receiving compensation from any of the applicant agencies and was informed by each and every Commissioner that they were not receiving compensation from any of the applicant agencies.

Chair Pham opened the public hearing.

A representative from each of the applicant agencies present (with the exception of Dr. John Antkowiak) addressed the Commission with an outline of their agency's functions and how allocated funds would be utilized.

MOTION to close the public hearing.

M/S: Polanski, Iloreta Ayes: 10

Commissioner Polanski stated she was in agreement with staff recommendation on Tri-Cities Children Center. She is not in agreement with the recommendation of setting aside \$5000.00 for a TBD, she would rather see that amount go towards the other agencies.

Commissioner Mandal questioned Staff on the different number totals for Public Services \$101,200 or \$106,200 and if the Commissioners need to agree on the total allocated for Public Services. Ms. Anaya responded that the total available funds for Public Services is \$106,200.

MOTION to allocate the \$106,200 for Public Services.

M/S: Mandal, Polanski Ayes: 10

Staff entered each Commissioner's ballot figures into the spreadsheet and presented the results to the Commission for discussion.

MOTION to allocate Public Service CDBG funds as follows:

Alum Rock Counseling Center	\$5,820
Asian American Recovery Services	5,550
Long Term Care	5,000
Catholic Charities	5,920
Emergency Housing Consortium	5,020
Filipino American Opp. Development	5,250
Filipino Youth Coalition	5,500
Indo-American Community Service Center	5,300
Live Oak Adult Day Services	5,120
Milpitas Food Pantry	15,620
Project Match	5,020
Project Sentinel	7,830*
Second Harvest Food Bank	5,000
Senior Adults Legal Assistance	5,000
Social Advocate for Youth	5,000
Support Network for Battered Women	5,250
WATCH	9,000

Total Public Service: \$106,200

*** Additional \$10,815 coming from General Admin to cover for Fair Housing activities**

M/S: Polanski, Johansen Ayes: 10

MOTION to allocate Non-Public Service CDBG funds as follows:

Economic and Social Opportunities	\$66,080
Milpitas Housing Rehabilitation	394,120
Total Non-Public Service:	\$460,200

M/S: Mandal, Ortiz, Jr. Ayes: 10

MOTION to recommend these services to the City Council for funding and also recommend that the City Council consider matching dollar for dollar on the CDBG Public Services funds for FY 2001/02.

M/S: Polanski, Johansen Ayes: 10

X. New Business

b. Alternate Commissioners Term Length

Staff stated at the February 6, 2001 hearing, City Council requested each of the Commissions to consider adding alternates and setting a term length for the alternates. The CAC is composed of ten regular members and four alternate members which are appointed by the Mayor and approved by Council. The Commission may consider and make recommendations to the City Council for term limits for the alternates, reducing the number of alternates to two, and modifying the seated members to an odd number either 9 or 11.

Commissioner Polanski suggested modifying the seated members to 9. It makes it easier to make decisions and vote. She feels there shouldn't be a term limit on the alternates. Commissioner Mandal also agreed with Commissioner Polanski on not having a term limit on the alternates. He also agrees that the seated members should be an odd number.

Commissioner Maglalang feels it is unfair to limit the length of the term while a person is an alternate.

Commissioner Johansen stated there should be four alternates with no limits on the length of the term and that there should be an odd number of seated members. Commissioner Mandal agreed with having four alternates with no limits on the term length.

MOTION to keep four alternates with no limits on the term length and changing the seated members to nine and let the tenth seat be taking care of by attrition. .

M/S: Johansen, Iloreta Ayes: 10

c. CAC Budget Review

Staff stated that the CAC budget for FY 2000-2001 is \$950, which is an increase from prior years of \$530. Staff's recommendation is to maintain the same budget of \$950 for FY 2001-2002.

MOTION to approve the same budget of \$950 for FY 2001-2002 and to include dinner for the CDBG funding meeting.

M/S: Johansen, Maglalang Ayes: 10

d. Volunteer Tree Planting

Commissioner Maglalang requested having a tree-planting event once a year in the springtime.

Commissioner Mandal questioned staff on the process of having such an event. Staff stated that Carol Randisi, Public Works Division, has been doing research on volunteer tree-planting days. Staff stated Ms. Randisi is planning to have a kickoff event a week prior to Arbor Day. Ms. Randisi will be coordinating with a non-profit group called "Our City Forest" training for volunteers on tree planting. The tree planting event will probably not be City wide because there would be more people there than trees. It would be done on a RSVP basis. Ms. Randisi is planning to have multiply events throughout the year. The goal is to plant 1,000 trees in the next fiscal year throughout the City.

Commissioner Johansen suggested having a presentation presented to the CAC from Ms. Randisi since she is already working on this event.

Commissioner Garcia questioned staff if this event will happen this year. Staff stated that they are in the process of having a kickoff event the weekend prior to the Arbor Day celebration.

MOTION to have staff review this item and report back to the CAC at the April 4, 2001 meeting.

M/S: Robinson, Polanski

Ayes: 9

Noes: 1

XI. Adjournment

Chair Pham adjourned the meeting at 11:20 p.m. to the April 4, 2001, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
April 4, 2001**

I. Call to Order

Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners Cook (7: 05 p.m.), Iloreta, Johansen, Maglalang, and Polanski
Alternates present were Parikh
Absent: Garcia, Mandal, Ortiz, Jr., Robinson, Tabladillo, and Washburn

II. Seating of Alternates

Alternate Parikh was seated.

III. Pledge of Allegiance

Commissioner Polanski led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Johansen, Polanski

Ayes: 6

Absent: 1 (Cook, 7:05 pm)

V. Approval of Minutes

MOTION to approve the Minutes of March 7, 2001

M/S: Polanski, Iloreta

Ayes: 6

Absent: 1 (Cook, 7:05 pm)

VI. Announcements

There were no announcements.

VII. Citizens' Forum

Chair Pham invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. There will be a celebration of the Tasman Light Rail opening on May 19, 2001.

The Council also approved the renaming of the Community Center Auditorium stage after retired Recreation Services Supervisor Marsha Schneider. Also approved was the studying of considering 2 story homes on the hillside; Shopping Cart Ordinance (effective July 2001); Environmental Study of the Coyote Creek Trail Project; new library will be built on existing site.

The City Council approved the CAC Commission size from 10 to 9 members. They also approved to keep 4 alternate members with a 2-year term.

Campbell Corner owner has made a commitment to complete the project as soon as possible.

The City Council approved to designate one-third of the below market rate apartment units of the Parc Metropolitan project for MUSD teachers. The City received \$100,000 grant for new trees. The Council approved an agreement with the consultant Our City Forest for tree planting services. There will be 500 trees more to be planted in Milpitas.

b. Planning Commission

Planning Commissioner Gurdev Sandhu introduced himself to the Commission and gave a brief summary of the most recent Planning Commission items. They took public comments on the Renaissance Hotel E/R. The main issue was parking.

IX. New Business

a. Neighborhood Beautification Ordinance (NBO) 1-Year Review

Staff Gloria Anaya introduced other members of the Neighborhood Beautification Team; Neill Boitnott, Building, Annelise Judd, Planning, Patti Joki, Fire, and Carol Randisi, Public Works. Ms. Anaya gave a brief presentation on the Neighborhood Beautification Ordinance one-year review.

Ms. Anaya stated that total requests received were 2,254. This was during the time span from February 1, 2000 to January 31, 2001. The number resolved was 2,001 during this time frame. This is a 66% increase from last year due to the NBO. NBO accomplishments were as follows:

- Total requests received 2,254
- Total requests resolved 2,001
- Total pending requests 253
- Total NBO requests received 547
- Total NBO requests resolved 494
- Total NBO staff hours 2,561
- Total NBO volunteer hours 37

Over 19,000 surveys were sent out to residents and business owners. Staff received a total of 423 surveys. A total of 84 services requests were generated in response to the comments received from the NBO survey and Town Hall meeting. NBO survey results were as follows:

- Question 1 - 57% of the residents and business owners have heard of the NBO.
- Question 2 - 35% of surveys responded that they have noticed improvements in their neighborhoods over the last year.
- Question 3 - 73% of people did not contact the City with a concern or question regarding the NBO. Ms. Anaya feels the City has to work harder towards getting the community involved.
- Question 4 - 9% of the community felt their concerns were resolved to their satisfaction. 78% had no response.
- Question 5 - 44% of the community felt there were areas of Neighborhood Beautification or Community Concern that have not been addressed.

Ms. Anaya stated that approximately 50 residents attended the Town Hall meeting of February 21, 2001. It was a great success. Valuable information was shared at the meeting in reference to all comments. The top three concerns of the meeting and NBO survey were:

1. Cars parked on streets
2. Support for greenery, trees, trimming
3. Unkempt yards

Ms. Anaya shared some of the positive comments from the survey and Town Hall meeting regarding the NBO:

- Looks good!
- Several improvements, not possible before the ordinance.
- Surroundings are nice and clean.
- Great job!
- Few eyesores overall better this year.
- Excellent!
- Response time was very good.
- Nicest, cleanest City I have lived in.

-
- City-wide mailing of Beautification Brochure Jan. 2000
 - Milpitas Post ads for all programs
 - City's web site - pages for all programs
 - NBO Booth at all City Community Events
 - Milpitas Cable Channel 15
 - NBO Hotline 586-3074
 - City Utility Billing message for Ordinance and Tool Shed
 - Community Group presentations
 - Program flyer rack in City Hall lobby
 - Milpitas Connection Magazine
 - Police Neighborhood WATCH Newsletter
 - Milpitas Historical Society Newsletter
 - Sunnyhills Neighborhood Association Newsletter

Ms. Anaya stated staff is requesting a budget for next FY to cover advertisement at the Great Mall theaters. She feels this would be a worth while effort in making the community aware of the NBO.

The Lend A Tool shed opened April 8, 2000 and has been a great success. Over 289 tools have been checked out to date. Commissioner Parikh questioned the length of time a tool could be checked out. Ms. Anaya stated tools are checked out for 7 days at a time. If there is a need to renew it, it is done by a phone call. Commissioner Parikh feels it is a great program. Ms. Anaya stated staff has evaluated the program. Ms. Anaya stated there is very little participation on Mondays and that staff would be reducing the hours on Mondays from 9:00 a.m. to 1:00 p.m. to 9:00 a.m. to 11:00 a.m. and also be available by appointment as well. Staff has been unable to secure volunteers to assist on a continual basis. There were two sponsors for the tool shed BFI and Home Depot. Staff will be requesting sponsorship from these businesses again this year.

Ms. Anaya stated the NBO Awards program was another great success. There were seven winners, three honorable mentions. The awards were distributed at the November 21, 2000, City Council meeting with a cake reception. There has been one nomination so far this year. Ms. Anaya encouraged the Commissioners to remind their neighbors of the program.

Ms. Anaya stated volunteering and hardship is an area that still needs to be worked on. Staff has only had 2 resident applications since the ordinance began. Volunteers are matched to assist the residents with their specific needs.

Neighborhood Beautification successes

- Fences - 38 complaints received, 32 resolved, 6 pending.
- Parking on unpaved surfaces - 209 received, 187 resolved, 22 pending.
- Weeds - 127 received, 114 resolved, 13 pending. Patti Joki from Fire explained the weed abatement program and encouraged Commission to call Fire if they saw a fire hazard.
- Garbage Cans - 243 received, 222 resolved, 15 pending.
- Sidewalk Obstruction - 83 received, 76 resolved, 7 pending.
- Solid Waste - 193 received, 177 resolved, 16 pending.
- Junk cars - 437 received, 391 resolved, 46 pending. Ms. Anaya indicated the City will abate vehicles at no cost to the vehicle owner/property owner because the City is a participating jurisdiction of the Abandoned Vehicle Abatement Service Authority (AVASA). The City receives reimbursement from the authority for vehicle abatement activities performed by the Police Department and Neighborhood Preservation staff. The Police Department currently designates officers to work on vehicle abatement activity and will work on specific areas, most currently target area was the Pines. Neighborhood Preservation conducts an annual City wide inoperative vehicle survey in private and public property to identify vehicles that may be in violation of the ordinance. This survey has proven to be very successful for the past 7 years.
- Outdoor Storage - 70 received, 65 resolved, 5 pending.
- Graffiti - 261 received, 259 resolved, 2 pending. Ms. Anaya stated that staff is proactive in combating graffiti. Staff conducts city-wide surveys twice a week. The goal is to remove graffiti as quickly as possible. Dennis Cuciz's group takes care of graffiti on public property. Staff is currently working at removing graffiti for all public property within 24 hours. Removal of graffiti from private property takes about 16-30 days to complete. Staff is

- seeking additional volunteers to help with abatement.
- Buildings/Structures (Paint) - 27 received, 24 resolved, 3 pending.

Staff recommended to the CAC approval of the following enhancements to the NBO:

1. Continue active outreach and education of the Neighborhood Beautification Ordinance.
2. Staff to develop and bring back to the Community Advisory Commission (CAC) and City Council a hands-on program to involve the Community and City staff in support of Neighborhood Beautification. The program could further address the areas with the highest number of survey comments received from residents.
 - Cars parked on streets.
 - Unkempt yards.
 - Support for greenery, trees and trimming.
3. Minor Language changes to be proposed to the CAC and City Council to improve enforcement of the Ordinance at a future meeting.

Commissioner Polanski requested clarification of cars being parked on the street under #2 above. Ms. Anaya stated that this category includes: excessive vehicles parked on the street, the 72-hour parking rule that is a State regulation; trailers and RVs being stored on the street. Commissioner Polanski stated that this item should be defined more in detail before it goes to Council.

Commissioner Maglalang questioned the penalties for repeat offenders. Ms. Anaya stated that the standard penalty for first offence is \$100.00, 2nd violation is \$200.00, and 3rd violation is \$500.00 within a 12-month

period.

Commissioner Polanski stated that she definitely agrees with outreach and letting people know, and continuing that because it is working. To get the word out on the NBO, staff should let the community know it is okay to call and be anonymous and leave a message on the NBO hotline. Ms. Anaya stated that the hotline would be reiterated as part of the continuing outreach efforts.

Commissioner Maglalang suggested including the Chamber of Commerce, Knights of Columbus, Lion's, Kiwani's, Rotary, JC's, and other community groups in advertising about the NBO. Some of these groups have their own magazines that get circulated to the community.

Commissioner Iloreta questioned staff if they responded to any of the surveys. Ms. Anaya stated that 84 service requests were generated and are being followed up for those survey comments that provided specific information.

Councilmember Esteves asked staff in regards to the survey comments Question #5, if residents felt there were other areas of concern that are not covered by the NBO. Ms. Anaya stated that 84 service requests had been generated for concerns covered by an existing ordinance. All other issues not covered by an existing ordinance will be looked at by the entire NBO Team for review and assessment. Councilmember Esteves asked staff since additional advertising is planned, which will generate more demand and increase calls, if staff is planning to request additional help to accommodate the increase in calls? Ms. Anaya stated that if the need arises staff would be coming back to the Council with that recommendation.

MOTION to forward to the City Council the staff recommended enhancements as outlined above but to include 1) increase staffing as required and 2) that cars parked on the street is defined more in detail.

M/S: Polanski, Johansen Ayes: 7

b. Selection of two representatives for the NBO Booth at the City's Arbor Day Celebration

The City will be hosting its 2nd Annual Arbor Day Celebration at Cardoza Park on Saturday, April 21, 2001 from 10:00 a.m. to 2:00 p.m. Staff is requesting two representatives to help assist at this event. Commissioner Maglalang and Chair Pham will be assisting from 10:00 a.m. to 12:00 noon. Commissioner Johansen and Commissioner Polanski will assist for one hour in the afternoon.

c. Volunteer Tree Planting Event

Carol Randisi stated staff had planned a tree planting event on Arbor Day but had postponed this per the City Council direction and will be organizing this at a later date. She stated that on Arbor Day there would be a sign up sheet for any volunteers who are interested in getting some tree planting training. The City Council approved an agreement with Our City Forest in volunteer tree planting. Our City Forest has a Tree Amigo Program using volunteers to plant trees. There are several residents in Milpitas that belongs to this program.

Chair Pham stated that this is a wonderful educational program for children and everyone and the environment. Ms. Randisi stated that the City definitely wants to focus on including the children. Ms. Randisi also stated there would be a booth at the Arbor Day Celebration with information and her department will also be planting a ceremonial tree at Cardoza Park.

Commissioner Parikh questioned staff on the type of tree that would be planted. Ms. Randisi stated there would be various types of trees planted. Commissioner Parikh also questioned staff what would happen if the tree dies. Ms. Randisi suggested calling the City Arborist for services.

Commissioner Maglalang questioned staff when the training would begin. Ms. Randisi stated the training sign up would be at the Arbor Day Celebration and the training would begin within a month.

X. Adjournment

Chair Pham adjourned the meeting at 8:38 p.m. to the May 2, 2001, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
May 2, 2001**

**I.
Call to Order
and Roll Call** Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Iloreta, Johansen, Maglalang, Mandal, Robinson (7:05pm), and Washburn

Alternates present were Parikh
Absent: Garcia, Ortiz, Jr., Polanski, and Tabladillo

**II.
Seating of
Alternates**

Alternate Parikh was seated.

**III.
Pledge of
Allegiance**

Commissioner Washburn led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Maglalang, Iloreta Ayes: 9

**V.
Approval of
Minutes**

MOTION to approve the Minutes of April 4, 2001

VI.

Announcements

Commissioner Johansen announced her resignation from the Commission. Staff thanked Commissioner Johansen for all her hard work and many hours of effort and energy that she put into the Commission. She will surely be missed by all.

Commissioner Maglalang announced the Filipino Fiesta and Commemoration of Philippine Independence, which will be held on Saturday, June 2, 2001 from 2:00 p.m. - 7:00 p.m.

VII.

Citizens' Forum

Chair Pham invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII.

Liaison Reports

a.

City Council

Councilmember Esteves was not present at the meeting. Staff presented the City Council announcements on his behalf. Council approved CAC's recommendation regarding CDBG and the NBO; thanks to the presence of CAC Commissioners during the Council meeting: Commissioners Al Garcia, Althea Polanski and Phil Cook.

Council approved a City Cultural Arts Implementation Plan.

The City will be looking at forming an Energy Task Force because of the current energy crisis.

Congratulations to staff and all volunteers for a successful Arbor Day. Soon, we will see the greening of the City of Milpitas.

City Hall project is still within budget and schedule; topping ceremony (completion of

installation of last steel frame) was held April 24, 2001.

Councilmember Esteves will be taking a course - Leadership for the 21st Century - at the John F. Kennedy School of Government Executive Education Program, Harvard University. He will be gone May 5, 2001 through May 12, 2001.

b.

Planning Commission

Planning Commissioner Gurdev Sandhu was not present at the meeting.

IX.

Old Business

a. City Tree Planting Program

Carol Randisi introduced Barbara Berry, CEO, from Our City Forest. Our City Forest is a non-profit organization. The City has entered into an agreement with Our City Forest to assist the City with outreach and education with the regards to the tree-planting program.

Barbara Berry stated that Our City Forest serves all of Santa Clara County. They are in partnerships with municipalities. They are headquartered in San Jose. Our City Forest primary objective is to involve people in planting trees. Their mission is to recruit, inspire, and educate the community at a neighborhood level. Part of their goal is to work with different cities in helping to raise outside funding to bring in outside grants to help purchase these trees and supplies.

Carol Randisi stated that historically what the City has done is as each residential development has gone in, there has been an easement developed which is typically about ten feet back from the face of the curb into the property that is City property, which is called City Utility Easement. That easement is where the underground services such as sewer lines, water lines, cable and fiber optic equipment is located as well as where the City street trees are planted in a way such as not to interfere with the underground utilities. In the past, late '80s and early '90s, the City lost a lot of trees. In order to accomplish the greening of Milpitas, and to have tree lined streets, the city needs to have participation from the community. Ms. Randisi also stated that

they put together a tree-planting plan that is in coordination with a \$100,000 grant that they have applied for with the City to buy trees and supplies. This does not include labor. The purpose of this work plan is to reforest these areas and to educate the community in letting them know what an easement is, who is responsible for maintaining the planting in that easement and create a successful community partnership which they need the CAC to assist in doing so. Ms. Randisi also stated they would be implementing a stewardship agreement.

Ms. Randisi stated they have a street tree inventory. It is a database program that has all the residential areas in the City where the City has lost trees and where the trees are located old and new. The next thing to do is an assessment of the sites to see what kind of planting sites the City has to plant trees. Tree selecting is the next component.

Rhonda from Our City Forest explained the Tree Amigo training program. The Tree Amigo program utilizes volunteers. The volunteers are trained in an 18-hour training course, which teaches the basics of tree planting and tree care. The class is 6 sessions of 3 hours each. The class teaches how to look for a healthy tree, how to plant it, how to stake it, how to help organize a neighborhood planting. The Tree Amigos is a coach to the residents who come out to plant a tree just for the day.

Ms. Randisi stated that they would be utilizing the City's Volunteer program to recruit and process volunteer applications. Part of the process is to provide the resident with a stewardship agreement, which basically asks them to assist the City with watering and taking care of the tree planted in their area for three years.

Commissioner Parikh questioned staff if this program would replace disease trees. Ms. Randisi stated that the City has lost trees to disease and other causes and has taken these trees out. The project timeline is as follows:

- June 2001 is the project kickoff. At that time the City will coordinate all their efforts and identify the vacant planting sites.
- Community outreach and education.
- Site assessments and developing the planting plan.
- March and/or April 2002 would be the actual tree planting.

Commissioner Robinson suggested having one of the Commissioners go to the high school and see if they can get some of the kids to participate on the day of the tree planting event. Ms. Randisi stated that this is done through the City of Milpitas

Volunteer program.

Commissioner Mandal stated he feels this is a great program and supports it fully. He also questioned staff regarding maintenance of the trees. Ms. Randisi stated that the City's Operations staff would be in charge of pruning the City street trees. The homeowner would water the trees and notify the City if the trees are leaning, etc.

Commissioner Maglalang questioned if the Tree Planting Program is separate from the 500 trees the City planned to plant. Ms. Randisi stated this program is separate from the operational staff objectives and goals in planting 500 trees a year. Commissioner Maglalang also questioned if Our City Forest has a contract with the City. Ms. Randisi stated that the City has a contract with them for a period of about one-year. Commissioner Maglalang inquired about the details of the contract. Ms. Randisi stated that outreach, sending out information on the program, volunteer coordination, training of volunteers, and the actual planting are some of the details of the contract.

Ms. Randisi read a list of questions from Commissioner Polanski who was unable to attend the meeting.

Commissioner Johansen questioned what happens in the event a homeowner does not want a tree planted in front of their home. Ms. Randisi stated that the City is trying to plant the trees in the vacant planting sites, using volunteer efforts and using as much outreach as possible.

MOTION to recommend approval of the Tree Planting Program to the City Council.

M/S: Maglalang, Mandal Ayes: 9

X. New Business

a. Review 2001 Work Plan

Staff presented the CAC with a list of their 2001 Work Plan items that have been completed so far this year. They are:

1. CDBG public hearing
2. City calendar theme 2002 & 2003
3. Review CAC 2001/2002 budget
4. Host NBO booth at City Events
5. Host 1st Annual Town Hall Meeting
6. Shopping Cart Ordinance
7. Work with staff in City landscaping programs and projects

Commissioner Mandal questioned the Neighborhood Creek Cleanup Day and Neighborhood Cleanup Day w/BFI Participation programs. Staff stated that these were Citywide events that were sponsored and staff helped direct these programs two times a year. The Neighborhood Creek Cleanup Day would be cancelled this year due to the grand opening of the Light Rail. Commissioner Mandal also questioned about the City Gateway Signs. Commissioner Maglalang stated that the purpose of the City Gateway Signs was to work with staff to develop a design to use on the boundaries between San Jose and Milpitas and Fremont and Milpitas.

Commissioner Robinson questioned staff on the need of having the gateway signs in the City. Staff stated that there is a very strong desire to have these signs. Commissioner Maglalang stated that this is part of the Streetscape Master Plan that has already been approved.

MOTION to bring back more information on landscaping projects in the CIP Program, Neighborhood Cleanup Program, and Creek Cleanup Day to the next CAC meeting and prioritize these items for the next two to three months.

M/S: Mandal, Washburn Ayes: 9

XI.

Adjournment

Chair Pham adjourned the meeting at 8:35 p.m. to the June 6, 2001, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
June 6, 2001**

**I.
Call to Order
and Roll Call**

Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Garcia, Maglalang, Robinson, and Washburn

There were no alternates present.

Absent: Iloreta, Mandal, Ortiz, Jr., Polanski, Parikh, and Tabladillo

**II.
Seating of
Alternates**

No alternates were seated.

**III.
Pledge of
Allegiance**

Commissioner Robinson led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Robinson, Maglalang

Ayes: 6

**V.
Approval of
Minutes**

MOTION to approve the Minutes of May 2, 2001

M/S: Maglalang, Cook

Ayes: 6

**VI.
Announcements**

Commissioner Garcia apologized for not being at the last two meetings. He was attending a three-year night school program and graduated last month.

Commissioner Maglalang announced that on June 13, 2001 the City of Mountain View invited the City of Milpitas on a tree presentation on how they maintain their trees in the city.

Councilmember Esteves announced the new City of Milpitas Assistant City Manager Blair King. Councilmember Esteves also announced the new teen center located on Calaveras Blvd.

Commissioner Maglalang inquired as to the status of Campbell's Corner.

**VII.
Citizens' Forum**

Chair Pham invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

a.
City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. Council approved utility rates to 7-½ % for the next two years.

The Council also approved the formation of the Energy Task Force. The task force will consist of 9 members to look at ways of conserving energy during the energy crisis.

The tree-planting program was approved. The Council approved the change on the NBO regarding paving the front yard. City Hall is progressing, the new target date is February 12, 2002. Relay for Life is scheduled for June 22, 2001 at 6:00 p.m. at the Milpitas Sport Center.

b.
**Planning
Commission**

Planning Commissioner Gurdev Sandhu introduced himself to the Commission and gave a brief summary of the most recent Planning Commission items. The Commission has recommended allowing 17,000 square feet for the Buddhist Temple to build garage parking. The Commission has also recommended expansion at the Yosemite Business Park.

IX.
Old Business

**a. 2001 Work
Plan Midyear
Review**

Staff provided the CAC Commission with a report on the Milpitas Neighborhood Cleanup Event, Milpitas Creek Cleanup Day, and the landscaping projects proposed for the next CIP cycle.

1. Milpitas Neighborhood Cleanup Events: This is a contracted event that BFI has done historically with the City of Milpitas where they participate in several events throughout the year under their current contract. One of the events is called "Make a Difference Day" which is improving neighborhoods, parks, and other public areas. This year's event will be held on October 27, 2001. They have volunteers go out to areas that need cleanup in the public right of ways and parks. It not only benefits the neighborhoods but the community as a whole. The second event BFI participates in is the Arbor Day Celebration where they provide free compost to residents in Milpitas. The remaining four events under the contract is reserved for any events that come up throughout the year on an ongoing basis.

2. Milpitas Creek Cleanup Days: These events are held twice a year, one in the spring and one in the fall. Both events are participated and supported by City staff. The fall event is participated by City staff on their own time. The event is sponsored by the National Coastal Clean Up which is a national event where they clean up all the coastal and waterways. Public Works Department will identify the creeks in need of cleanup. Since 1993, the City has cleaned up approximately 42 tons of debris and has had more than 750 volunteers participate at this event. The spring event is a much lower turnout usually 50-75 volunteers.

3. Landscaping Projects: During the next budget cycle, Council had recently received information on Capital Improvement Program and will be adopting the budget towards the end of June. Projects that were related to landscaping and beautifying the City included several projects for median landscaping and renovation. There are various projects that are going to be accomplished through the CIP programs. The way the CIP project was written was to follow the priorities that were established with the Streetscape Master Plan which the CAC was

involved with. There was also a CIP project that will be looked at providing funds for City gateways, which would include the design and construction of the project.

Commissioner Maglalang questioned staff on the CAC involvement with the gateway sign. Staff stated that the CIP project is budgeting for the design and construction. The City would hire a designer or landscape architect to present the information to Council. As far as the CAC involvement, the designs could be shown to the Commission for selection. Commissioner Maglalang stated that maybe have the community get involved with the selection of the sign. It would be the same process as the City Calendar.

Commissioner Cook questioned staff if there was a department that is responsible for handling the gateway signs. Commissioner Robinson felt that the gateway sign was already chosen. Staff stated there was an example included in the Streetscape Master Plan but it was not intended to be the design for the City. Commissioner Maglalang stated that part of the Streetscape Master Plan was the gateway sign. Commissioner Robinson is opposed of the gateway sign but feels that the community should be involved. Commissioner Garcia feels it is a good idea to get community involvement, but his main concern is if there is a winner of the design, the City might have to use that design which might not be the best design where as a professional designer who is more clued in as to what signs look like would be better suited.

Commissioner Cook feels this should be left up to the City Council to handle. Commissioner Maglalang stated this would still be subject to City Council approval. What he is trying to do is get the community involved. The message is to let the community know that there is going to be a new City entrance sign.

Assistant City Manager Blair King stated that typically the designer would have a series of meetings with the public or town hall meeting to discuss the alternative images of the signs. Councilmember Esteves feels the best approach is to have community input just as they did with City Hall. Commissioner

Washburn feels this should be left up to the experts.

MOTION to have a contest to involve children of the community with prizes awarded. If one design is good enough it can be considered by City Council. Also have this as a City Council item.

M/S: Robinson, Maglalang

Ayes: 2

Noes: 4

Commissioner Garcia stated that there is one action item that needs to be addressed at the August meeting. This is the Creek Cleanup Day, which is part of the CAC short-term goals.

Commissioner Robinson suggested having a subcommittee to organize this event. He feels that it is not enough time to organize this event since it is in September. Chair Pham questioned staff on how the event was organized last year. Staff stated that there was a lot of advertising in the Post. Also, the biggest turnout was from the high schools. Chair Pham suggested offering prizes. Staff stated that this item does not have a budget and that it is done on a volunteer basis.

MOTION to agendize the Creek Cleanup Day for the August meeting and to come up with a clear plan of action to develop a community interest and support for this event.

M/S: Garcia, Washburn

Ayes: 6

Staff stated that the remaining short-term projects and goals were working with staff on City gateway signs consistent with the Streetscape Master Plan, develop program for Neighborhood Creek Cleanup Day, develop Neighborhood Cleanup Day with BFI participation. The long-term goals deal with City landscaping

projects and the wood smoke ordinance.

Commissioner Maglalang questioned the participation of the CAC with staff on working on the City gateway signs. Staff stated that the CAC would participate on community outreach and meetings. Commissioner Maglalang also questioned the progress on this item. Staff stated that this is an item that is going before the City Council and its budget review which is at the end of June so no progress can be made until after the budget is approved.

**X.
New Business**

**a. Cancel the
July 11, 2001
CAC Meeting**

Staff stated that at the last CAC meeting the Commission requested to agendize the cancellation of the July meeting due to the holiday. Historically, this has been done in the past.

MOTION to cancel the July CAC meeting due to the holiday and adjourn to the next scheduled meeting which would be August 1, 2001.

M/S: Washburn, Robinson

Ayes: 5

Absent: 1 (Garcia)

**XI.
Adjournment**

Chair Pham adjourned the meeting at 8:10 p.m. to the August 1, 2001, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
August 1, 2001**

**I.
Call to Order
and Roll Call**

Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Garcia, Iloreta, Maglalang,, Mandal, Polanski, and Washburn
Alternate present was Abelardo
Absent: Ortiz, Jr., Parikh, Robinson, and Tabladillo

**II.
Seating of
Alternate**

Alternates Abelardo was seated.

**III.
Pledge of
Allegiance**

Commissioner Abelardo led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Cook, Polanski Ayes: 9

**V.
Approval of
Minutes**

MOTION to approve the Minutes of June 6, 2001

M/S: Cook, Washburn

Ayes: 6

Abstain: 3 (Iloreta, Mandal,
Polanski)

**VI.
Announcements**

Commissioner Polanski apologized for not being able to attend the June meeting.

Staff requested that if there were any changes to the Directory of Local Officials to forward them at the end of the meeting. Staff also announced the NBO Awards. The deadline to nominate a neighbor, friend, church colleague, etc. is August 15, 2001. At the September CAC meeting there will be a process to nominate the sub-committee who will be going out to sites and ranking the areas nominated.

**VII.
Citizens' Forum**

Chair Pham invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

**VIII.
Liaison Reports**

**a.
City Council**

Councilmember Esteves was not present at the meeting.

b.
Planning
Commission

Planning Commissioner Gurdev Sandhu was not present at the meeting.

X.
New Business

a. Greening of
Milpitas - Tree
Planting Efforts

Staff Carol Randisi gave a brief presentation and thanked the Commission for participating in the greening of Milpitas program. She wanted to especially thank Commissioners Maglalang, Cook, and Robinson who organized a tour of the City of Mountain View to view their tree-planting program. Part of the program is to have a Tree Amigo training class. Ms. Randisi introduced Rhonda Berry from Our City Forest.

Rhonda Berry, Our City Forest, gave a presentation on the Tree Amigo program. She stated that all Milpitas residents could participate in the program. The Tree Amigo training program is a free 18-hour training session. It is designed for people with no experience in tree planting but have an interest in making improvements in their community. The class can be taken to plant your own tree or become a Tree Amigo who volunteers at all the Milpitas tree planting events or volunteer for any other city.

Commissioner Maglalang questioned if this is a mandatory training class. Ms. Berry stated that this is an 18-hour training class. She also stated that make up classes can be rescheduled if necessary.

Chair Pham questioned if children were allowed at the class. Ms. Berry stated that the youngest age has been 10 years old.

Commissioner Mandal asked about the number of volunteers that the Tree Amigo program has. Ms. Berry stated that there are 75 members active at this time, 2 are from Milpitas.

b. Creek Clean Up Events

Steve Smith, Senior Maintenance Supervisor for Public Works, gave a presentation on the creek clean up events held in the City of Milpitas. He stated that the City has a number of creeks which most of them are operated by the Santa Clara Valley Water District. There are 13 storm pump stations throughout the City of Milpitas. The pump stations are used to pump water at a higher pressure than the creek. The water district maintains most creeks. Creeks maintained by the City are inspected frequently and maintained as needed. Storm samples are done twice a year.

Mr. Smith stated there are two creek cleanup events a year. The water district and Creek Connections hold one in May. There are about 75 volunteers that come out to clean up the creeks. California Coastal Commission sponsors a statewide event in September, which has about 200 volunteers a year. Another program that Mr. Smith coordinates is the Kids in Creek Program. They escorted 700 students from the 3-6 grade through the creeks this year to teach the children about the natural environment.

Commissioner Maglalang questioned how the volunteers are chosen. Mr. Smith stated that the May event is done through the City's volunteer program. The September event is a Coastal Commission Event not a City event so there are no volunteers at this event.

Commissioner Iloreta questioned if all 7 creeks are cleaned up at these 2 events. Mr. Smith stated that at the May event 2 creeks are chosen for clean up. Commissioner Iloreta also questioned if permission is needed in order to enter the creeks. Mr. Smith stated that they call the Santa Clara Water District to enter the creeks.

Commissioner Mandal questioned if any companies in the area offer help or volunteers with the clean up events. Mr. Smith stated that Lifescan has offered volunteers services but only 5 showed up.

Commissioner Maglalang questioned how does the City motivate volunteers to come out. Mr. Smith stated that he receives from the Coastal Commission discount coupons, certificates, and pictures of the volunteers are featured in the Milpitas Post.

Commissioner Polanski complemented Mr. Smith on the Kids in Creek program. She was thrilled to hear how successful this project turned out. It was a great project.

XI.
Adjournment

Chair Pham adjourned the meeting at 8:30 p.m. to the September 5, 2001, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
September 5, 2001**

**I. Call to Order
and Roll Call**

Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Garcia, Iloreta, Maglalang, Mandal, and Washburn. Alternates present were Abelardo and Tabladillo. Absent: Ortiz, Jr., Parikh, Polanski, and Robinson.

**II. Seating of
Alternates**

Alternates Abelardo and Tabladillo were seated.

**III. Pledge of
Allegiance**

Commissioner Iloreta led the Pledge of Allegiance.

**IV. Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Mandal, Iloreta Ayes: 9

**V. Approval of
Minutes**

MOTION to approve the Minutes of August 1, 2001

M/S: Maglalang, Mandal Ayes: 9

VI. Announcements Staff stated that the Commissioners have free membership to the Milpitas Sports Center with their City badge. Staff thanked the Commissioners that were involved with the Tree Amigo event. The tree kickoff event will be held on Saturday, September 8, 2001 at 9:00 a.m. at Augustine Park in Milpitas.

VII. Citizens' Forum Chair Pham invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He announced that the City Council approved use of the Milpitas Sports Center by the Commissioners free of charge. Councilmember Esteves announced a Commission training workshop on Saturday, September 29, 2001, from 8:30 a.m. - 3:00 p.m. at the Milpitas Community Center Room 7/8. The City of Milpitas has been awarded the City Tree USA award. City Hall project is still due for completion March 5, 2002. There is a draft of the Midtown Specific Plan available to the Commissioners. The Animal Regulation Ordinance has been amended to address aggressive dogs.

**b. Planning
Commission**

Planning Chair Dem Nitafan introduced himself to the Commission and gave a brief summary of the most recent Planning Commission items. He announced that there would no longer be a Planning Commission liaison at the CAC meetings. Many of the Commissioners stated that they did not receive the agenda for the Planning Commission meetings. Chair Nitafan stated he would take this back to the Planning Commission for further response.

IX. New Business

a. Neighborhood Beautification Appreciation Awards Program - Develop Task Force

Staff Gloria Anaya gave a brief presentation on the 2nd Annual NBO Awards program. She stated there were 17 nominations received this year. She requested volunteers from the Commission to form a Task Force to review the applications, and tour the nominated sites. The volunteers were Chair Pham, Commissioners Iloreta, Abelardo, Maglalang, and Cook. The date scheduled for the tour is Monday, September 17, 2001 at 10:00 a.m. The Task Force would make recommendations to the entire Commission at their October 2001 meeting.

b. Make A Difference Day - Neighborhood Clean Up Event

Staff stated the Neighborhood Clean up event was one of the items on the CAC Work Program for 2001. The event will be held this year on October 27, 2001. The targeted streets include E. Calaveras Blvd., Adams, Braly, Carl, Dennis, and Ellis. It is sponsored by BFI as one of their contractual obligations that they have with the City. The focus will be on litter pickup and weed abatement. BFI will coordinate with the Milpitas Volunteer Program to obtain volunteers. BFI will provide the bags and the curbside collection of the bags after the event. Letters will be sent out to the property owners the week of October 8, 2001. Notices will be in the Milpitas Post and both BFI and the Milpitas Volunteers will distribute door hangers the week of October 13, 2001. Volunteers are needed from the CAC Commission to assist in this event. The volunteers are Commissioner Mandal and Garcia.

Commissioner Iloreta questioned the amount of volunteers that are anticipated in volunteering. Staff stated that in the past there were about 40 volunteers who came out for this event. There were quite a few high school students who participated due to their volunteer requirement for graduation.

Commissioner Mandal questioned the support from BFI. Staff stated that BFI provides the supplies, the bags, and they have staff members that go out and distribute the door hangers. BFI does all the coordinating with the Milpitas Volunteer Program.

c. 2003 City Calendar - "Community Events"

Staff stated that at the March CAC meeting the Commission approved the 2003 City Calendar. Staff is looking for input from the Commission on what service groups they would like to see in the calendar. Staff would be contacting these groups to coordinate them for photo shots for the calendar.

The Commission suggested the following service groups within Milpitas:

1. Chamber of Commerce Art/Wine Festival
2. Knights of Columbus
3. Jack Emery Food Drive
4. 4-H Club
5. Sunnyhills - Neil McKenzie
6. Creek Clean up Days
7. Indo-American Cultural Center
8. Community Museum
9. Tree Amigos
10. YMCA
11. Rotary Club
12. Women's League
13. Calaveras Rep Theater
14. Filipino-American Cultural Center

X. Adjournment Chair Pham adjourned the meeting at 7:55 p.m. to the October 3, 2001, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
October 3, 2001**

**I.
Call to Order
and Roll Call**

Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners Garcia, Maglalang, Polanski, and Robinson
Alternate present was Abelardo
Absent: Cook, Iloreta, Mandal, Ortiz, Jr., Parikh, Tabladillo and Washburn

**II.
Seating of
Alternates**

Alternate Abelardo was seated.

**III.
Pledge of
Allegiance**

Commissioner Polanski led the Pledge of Allegiance.

**IV.
Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Polanski, Abelardo Ayes: 6

**V.
Approval of
Minutes**

MOTION to approve the Minutes of September 5, 2001

M/S: Garcia, Abelardo Ayes: 4
Abstain: 2 (Polanski,
Robinson)

**VI.
Announcements**

Staff announced the Commemorative Event in honor of the September 11th event in remembering our country's heritage and unity. The event will be held on October 10, 2001 at 7:00 p.m. at the Milpitas Sports Center. Staff also announced that letters would be sent out to the Tree Amigos who graduated last month. There will be additional tree planting events in October, November, December, and January in the Sunnyhills neighborhood. Our City Forest is conducting another series of classes this month. The classes will be held at Our City Forest in San Jose.

**VII.
Citizens' Forum**

Chair Pham invited members of the audience to address the Commission on any item not on the agenda. Commissioner Robinson spoke as a citizen on cell phones. He suggested that Staff report on cell phone usage in Milpitas and that the Milpitas Police Department speak at the next CAC meeting regarding cell phones.

MOTION to agendaize this item to a future CAC meeting.

M/S: Garcia, Maglalang Ayes: 6

**VIII.
Liaison Reports**

a.
City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He announced the Walk to School Day event, which was held on Tuesday, October 2, 2001. The Civic Center is still projected for March 5, 2001 although there might be another schedule presented at the City Council meeting. All change orders were approved except for the pond. The Council approved the location of the four lamp poles at City Hall. The Council also approved the Housing Loan Program at 90% of home value. This will help the homeowner more effectively. The Library Assessment project was approved. Lastly, the Council selected a design for an entry monument directed at the McCarthy Ranch area.

IX.
New Business

a. Neighborhood Beautification Appreciation - 2nd Annual Awards Program

Staff Zulema Maggi gave a brief presentation on the NBO Appreciation Awards Program. She stated that there were 19 nominations received this year. At the September 5, 2001 CAC meeting a Task Force was formed to tour the nominated sites and make recommendations for the finalists. The NBO Award winners will receive a certificate of appreciation, a sign posted on their yard for 30 days, and an appreciation award gift. The Task Force recommends that a Home Depot or Orchard Supply gift certificate be presented this year. Recognition would also be posted on the City's Web, cable TV and the Milpitas Post.

The Task Force also recommends modifying the criteria selection process for next year's program by adding a separate category for Homeowner Associations. The awards will be distributed at the City Council meeting on November 20, 2001 with a cake celebration.

The following are the Task Force recommendations for consideration by the full Commission:

MOST ATTRACTIVE - RESIDENTIAL:

Winners

1346 Tularcitos Dr.

1657 Country Club Dr.

Nominations

1719 Yosemite Dr. (Honorable Mention)

2268 Lynwood Terrace (Honorable Mention)

1458 Tularcitos

1781 Pinehurst Ct.

1800 Country Club Dr.

1594 Pebble Beach Ct.

1641 Pebble Beach Ct.

2349 Dubois St.

2340 Dubois St.

MOST ATTRACTIVE - NON RESIDENTIAL:

There were no nominations.

MOST IMPROVED:

Winners

1773 Conway St.

382 Murray St.

Nominations

462 Matthews Ct. (Honorable Mention)

1109 Park Glen Ct. (Honorable Mention)

83 Cedar Way

1809 Conway St.

MOST INVOLVED CITIZENRY:

Winner

Sunnyhills Neighborhood Association

BUILDING A SENSE OF COMMUNITY:

Winner
Sunnyhills Neighborhood Association

The Task Force also recommends adding an award category for the 2002 competition of Homeowner Associations nominations for most attractive.

Commissioner Polanski thanked the subcommittee. She questioned the category of homeowner association most attractive. She did not understand how a homeowner association is most attractive. Staff stated that it was a home that pays dues to a homeowner association.

Commissioner Garcia stated he would like to see other categories for apartment complexes and condominium complexes. He feels that there would be great competition in these categories.

Staff stated it would be a good idea to expand in other fields next year. This year they tried something different by adding the homeowner association which was very successful. Commissioner Garcia stated he was delighted to see that the homeowner association was included this year. He feels that the recommendation to add another category for homeowner associations is very good for growth.

Commissioner Polanski suggested using guidelines next year to select the winners from each category.

Commissioner Maglalang feels the categories should be subdivided for each district. Staff stated that would be more difficult. Staff stated that they would try the homeowner association category this year and if needed, further define the category once they see what type of nominations they receive next year. The program would be evaluated on a yearly basis.

Commissioner Polanski suggested separating the categories by

homeowner association from single family dwelling. She also suggested having a definition for each category.

MOTION to approve all recommendations by staff and that all honorable mentions receive a certificate of recognition distributed at the City Council meeting on November 20, 2001.

M/S: Polanski, Robinson

Ayes: 6

MOTION to include a homeowner association's category and a multi-family units' category, which would include mobile homes and apartment complexes for next year.

M/S: Robinson, Polanski

Ayes: 6

Commissioner Maglalang feels that the program should be subdivided by district. He stated that there is no comparison between the homeowner association and a single family home. Staff stated that a home could be nominated for multi categories.

Commissioner Polanski suggested that there should be discussion with the CAC on what type of criteria they are looking for as direction to the subcommittee. Commissioner Garcia stated that the Commission should trust the judgement of the subcommittee. Staff stated that the subcommittee was to make recommendation to the full Commission and then the full Commission would make the decision.

Commissioner Polanski questioned the amount of people on the subcommittee. She stated that a quorum is five and since five went on the tour that is not a subcommittee of this Commission.

Commissioner Garcia stated that the Commission needs to

agendize a discussion on the criteria and guidelines on the program for next year.

b. Make A Difference Day - Neighborhood Clean Up Event

Staff stated that the Make A Difference Day event would be held on Saturday, October 27, 2001 and sponsored by BFI.

Vice-Chair Garcia stated that he was amazed how organized the City staff is on this event. He feels this event is a great opportunity to make a difference in the community. The neighborhood that has been selected is an area that could use some community involvement. There are some multi-family dwellings there that probably needs attention. There is an orientation at 9:30 a.m. at the corner of North Gadsden and Adams Ave. Commissioner Robinson also volunteered for this event.

Commissioner Polanski made a motion to adjourn the meeting at 8:01 p.m. Commissioner Robinson stated that when he was on the Telecommunications Committee there was 10 minutes at the end of the meeting to discuss any other ideas someone might have. Commissioner Polanski suggested agendizing this to a future meeting. Staff stated that if an item was wished to be discussed it needed to be posted 72 hours in advance and be on the agenda. Commissioner Polanski requested that it be noted she left at 8:01 p.m.

**X.
Adjournment**

Chair Pham adjourned the meeting at 8:05 p.m. to the November 7, 2001, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
February 7, 2001**

I. Call to Order and Roll Call

Chair Pham called the meeting to order at 7:00 p.m.
Present were Commissioners Garcia, Iloreta, Maglalang,
Robinson, and Washburn
Alternates present were Tabladillo,
Absent: Cook, Johansen, Mandal, Ortiz, Jr., Parikh, and
Polanski

II. Seating of Alternates

Alternate Tabladillo was seated.

III. Pledge of Allegiance

Commissioner Tabladillo led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Maglalang, Washburn Ayes: 7

V. Approval of Minutes

MOTION to approve the Minutes of January 3, 2001

M/S: Washburn, Maglalang Ayes: 7

VI. Announcements

Commissioner Maglalang announced the Planning
Commission Tour, which was very productive. They viewed
a lot of housing developments.

Commissioner Tabladillo announced that the Assembly Members are holding an energy hearing on February 8, 2001 at 5:30 p.m. at the Santa Clara County Board of Supervisors.

VII. Citizens' Forum

Chair Pham invited members of the audience to address the Commission on any item not on the agenda.

Commissioner Maglalang would like to agendaize the status of the Streetscape Master Plan to the March 7, 2001 CAC meeting. He would also like to agendaize for the March 7, 2001 CAC meeting to develop a City tree-planting event once a year.

VIII. Liaison Reports

a. City Council

Councilmember Esteves was not present at the meeting. Staff read the report. Staff stated the City Council has approved the CAC proposed 2001 Work Plan. Personnel changes in the City; Scott Johnson, Finance Director, has taken a position with the City of San Jose, June Catalano, Assistant City Manager, has taken a position with the City of Martinez, Marsha Schneider, Recreation Supervisor, has retired, and James Kelcourse, City Engineer, has taken a position with the City of Pleasanton.

Due to the energy crisis, Council has approved a resolution to encourage all residents to participate in energy conservation. The City will also be considering options, proposals and technologies regarding possible City investments in electricity generation. The City Hall project is moving along, it is on the same budget and is still scheduled for completion for January 17, 2002.

The Council will be discussing Commissions as it relates to the number of alternates for each Commission. For the CAC, the possibility of 4 alternates and the term of these alternates, either 1 year or 2 years.

Recreation Services was re-organized. There will be a new additional position for manager. There will be one recreation supervisor for each of the following: Sports Center, Community Center, and Senior Center. There will be a department budget increase.

A Bart community group is being developed to solicit feedback on local needs and concerns regarding the Bart project. One of the recommended members for this group would either be the Chair or another designee of the CAC.

b. Planning Commission

Planning Commissioner Gurdev Sandhu was not present at the meeting.

IX. Public Hearing

a. Shopping Cart Ordinance

Staff Gloria Anaya gave a brief background on the Draft Shopping Cart Ordinance. She stated that there was a correction to the proposed ordinance on Page 3, Part b, Section V-13-140 the wording "near parking lot exits" needs to be removed from the ordinance. The intent of the ordinance is to keep shopping carts on the business premises. The goal is to build a consortium of businesses to enter into a contract with a City designated service for retrieval of abandoned shopping carts. Businesses choosing not to join the consortium are still required to submit

a plan to the City. The plan would have to be approved by the City. The ordinance provides for penalties for non-compliance.

Staff recommends forwarding the draft shopping cart ordinance to the City Council for approval.

John Handley, California Independent Grocers Association, would like to thank Staff on working with the CIGA on the proposed draft shopping cart ordinance. Mr. Handley stated that the CIGA is in full support of the ordinance and would be happy to work with the City and Staff to implement the ordinance and make sure it works.

Gilbert Canizales, California Grocers Association, stated that the CGA would do anything they can to make sure the ordinance works well and to be kept informed of any problems that might occur.

Neil MacKenzie, Sunnyhills Homeowners Association, stated that he is in support of the proposed draft shopping cart ordinance.

David Tran, Lions Super Market, questioned the type of enforcement that would be imposed on the public. City Attorney, Patrick Whitnell, stated that it is unlawful to remove a cart from the premises of a business without the prior consent of the owner or on duty manager. This provision makes it an infraction that the Police Department may enforce and issue a citation and impose a fine. Mr. Tran questioned how to handle a pedestrian from removing a cart from the store. Mr. Whitnell stated that the Police Department would do the enforcing if they received a complaint and not the Public Works Department.

MOTION to close the public hearing.

M/S: Maglalang, Robinson Ayes: 7

Commissioner Iloreta read a comment from a concerned resident. It stated that it should be a shared responsibility; the merchant management should do whatever is possible to prevent the cart removal, but that the person removing the cart should be held responsible as well.

Commissioner Garcia questioned if there is going to be provisions to have this warning sign at the stores in other languages. He feels there is definitely a communication issue. Mr. Whitnell stated that the way the ordinance is written currently does not contemplate being in multiple languages.

Valerie Barone questioned Staff on the languages that the NBO has. Gloria Anaya stated that the NBO is in Chinese, Spanish, Vietnamese, and Korean. Ms. Barone stated that these are the languages most of the documents are in.

Commissioner Garcia also had a question on how the City designated consortium works. Mr. Whitnell stated that the City would request a proposal to various companies in the areas of cart retrieval services and then invite businesses in Milpitas to contract with the firm chosen to retrieve carts for them. There would be certain agreements and understandings that would be put in place to specify exactly how it would work. Commissioner Garcia questioned if the cost would be born by the merchants. Mr. Whitnell stated it would be a per cart retrieve cost.

Mr. Handley stated that Redwood City was the first city to adopt this ordinance and he feels it is working quite well. There are 2 points: 1) there will never be

a time when all carts are off the streets and 2) contracting with the City the service can pick up every cart in the City not just the ones they contract with.

Commissioner Garcia stated that the ordinance does not indicate the penalties or the fines. He questioned if it is appropriate to include this in the ordinance or will it be done during the marketing phase. Mr. Whitnell stated it can be done as a cross-reference or it can be described in detail.

Commissioner Robinson feels that the City should punish the people who take the carts not only the storeowners and managers. He questioned if this is a problem in certain areas or all over. Ms. Barone stated that some stores have more problems than others do, but that it is a problem throughout the City. Commissioner Robinson feels that some stores might be pressured into joining the consortium. Ms. Barone stated that the stores do not have to join the consortium. The goal is to establish a contract cart retrieval service that allows sweeps of the City. Then have as many businesses as possible participate in the program and share the cost. If a business chooses not to participate, they can establish their own program and their own plan that has to be approved by the City. Mr. Whitnell stated the cost would be on a per cart retrieve bases. Commissioner Robinson stated he is in favor of the ordinance but he would like to see the thief be penalized the same as the store.

Commissioner Tabladillo made a comment that the ordinance should reflect the actual amount the individual would have to pay because cross-referencing is difficult for some individuals. She questioned if there would be a 90-day grace period for individuals should the ordinance become effective. This way the community is aware of the

ordinance. Mr. Whitnell stated that with the NBO there was a delay in implementation part of that was to get the administrative structures in place and to do an education effort. This way the City would have an opportunity to educate not only the business owners but also the community at large.

Commissioner Iloreta questioned how the cart service would know which stores are with the consortium. Mr. Handley stated that if the contract is with the City, the City could pick up every cart in the City. If the contract is with individuals as part of the consortium, then by law the cart service is only allowed to pick up the carts, which are under contract with them. Commissioner Iloreta questioned if the carts would have a phone number on them with the retrieval service. Mr. Handley stated that the carts would have to be marked with the name, address, or phone number of the store.

Commissioner Maglalang suggested using a coin system on the carts. Mr. Handley stated that the coin system does not always work what it is found with that system is that it alienates the customer. If the customer does not have a quarter then the customer can not go shopping.

Commissioner Maglalang also questioned if there is a 3-strike law. Mr. Whitnell stated the City would try to work with the business owner on an informal basis to try to get compliance before they move into the enforcement. Commissioner Maglalang feels the ordinance should be user friendly by giving the business owner more time for the first offense. Staff Gloria Anaya stated that there would be a warning first before issuing a citation.

Commissioner Robinson inquired about the state law regarding theft. Mr. Whitnell stated that in order to be convicted of theft, the person would have the

intentions of keeping the cart permanently. Typically, the person uses the cart to take their groceries home and then leave the cart on the sidewalk.

MOTION to accept the ordinance with the amendments to include punishment of the thief in an escalating schedule and to specify penalty in the ordinance to be forwarded to City Council for approval.

M/S: Robinson, Washburn Ayes: 7

X. Old Business

a. Town Hall Meeting and Neighborhood Beautification Survey

Staff Gloria Anaya gave an update on the Town Hall meeting scheduled for February 21, 2001 at the Community Center at 7:00 p.m. The Town Hall meeting was well advertised in the Milpitas Post, Cable Channel 15, City Utility Bills, displayed on the Community Center Marquee, and on the City's Web site. As of February 7, 2001, there were 180 surveys received. Ms. Anaya stated that there were volunteers needed to assist at the Town Hall meeting. The following CAC members were assigned the following tasks:

1. Host sign-in sheet and survey table.
(Commissioner Johansen)
2. Welcoming and issuing raffle tickets at entrance. (Commissioner Robinson)

3. Cutting and distributing cake. (Commissioners Washburn and Tabladillo)
4. Facilitating at individual tables.
(Commissioners Maglalang and Garcia)

Ms. Anaya stated that Chair Pham would do the introduction of each Commissioner and if any of the Commissioners wishes to speak they can do so at that time. She also stated that various departments of the City would have tables setup at the meeting.

Commissioner Garcia stated he thought that the meeting was suppose to be a town hall meeting and felt that the meeting was more of a presentation. Ms. Anaya stated that the NBO presentation was going to be short and that the bulk of the meeting would be the question and answer session. Commissioner Garcia stated that he does not perceive a town hall meeting being an answer place. Ms. Anaya stated the concept would be the same as the five-community meetings held in terms of getting community feedback. This would allow the community to get answers immediately while they were at the meeting.

Commissioner Washburn made a comment on how smoothly the last Town Hall meeting went. It seemed like the various departments answered a lot of the questions.

Chair Pham questioned what the community was most concerned about. Ms. Anaya stated that it was too early to actually pinpoint the areas of concern. Ms. Anaya stated that the results would be given to the CAC before forwarding to the City Council.

Commissioner Robinson stated that the survey was excellent and well done. Ms. Anaya stated it was a success because in only 2 days Staff received 180

surveys.

Commissioner Iloreta questioned when would the roundtable begin. Ms. Anaya stated that they would have the roundtable discussion at the end of the presentation. After the meeting the public would be able to view the tables from the other departments.

Commissioner Maglalang questioned when there would be discussion on the Town Hall meeting. Staff stated that they would try to agendaize the discussion for the March CAC meeting but that most likely the discussion will be done at the April CAC meeting.

Commissioner Garcia feels that it would be important for the facilitators at the Town Hall meeting to capture the comments at the tables. Ms. Anaya stated that there would be Service Requests at the tables in case anyone would like to note their concerns in writing.

Commissioner Robinson questioned if the Town Hall meeting would be broadcasted on the Community Cable. Staff stated that they would make provisions to have the event video taped and then broadcast it on the Community Cable.

Commissioner Garcia stated that it is very important that all of the CAC Commissioners show up at the meeting.

XI. Adjournment

Chair Pham adjourned the meeting at 8:20 p.m. to the March 7, 2001, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
December 5, 2001**

**I. Call to Order
and Roll Call**

Chair Pham called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Garcia, Iloreta, Maglalang, Polanski (7:12 pm), Robinson (7:10 pm), and Washburn
Absent: Abelardo, Mandal, Ortiz, Jr., Parikh, and Tabladillo

**II. Seating of
Alternates**

There were no alternates present.

**III. Pledge of
Allegiance**

Vice-Chair Garcia led the Pledge of Allegiance.

**IV. Approval of
Agenda**

MOTION to approve the Agenda as submitted.

M/S: Washburn, Iloreta

Ayes: 6

Absent: 2 (Polanski, 7:12 pm / Robinson, 7:10 pm)

V. Approval of Minutes

MOTION to approve the Minutes of November 7, 2001

M/S: Maglalang, Iloreta

Ayes: 5

Abstain: 1 (Garcia)

Absent: 2 (Polanski, 7:12 pm / Robinson, 7:10 pm)

VI. Announcements

Commissioner Maglalang announced the 2nd Annual Christmas Concert Sunday, December 9, 2001 at 3:00 p.m. at St. Elizabeth Church. Proceeds will go to the Special Education Department at Milpitas High School and St. Elizabeth's Church renovation.

Staff thanked all the Commissioners who attended the tree decorating event at City Hall. Staff also announced that Councilmember Esteves will be late for the CAC meeting.

VII. Citizens' Forum

Chair Pham invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves was not present at the meeting. Staff read his report to the Commission. Staff stated that Councilmember Esteves wishes to thank all Commissioners, residents, guests, and staff for the December 1, 2001 tree-trimming event at City Hall. It was a great attendance by all. The CAC members who attended were Chair Pham, Vice-Chair Garcia, Commissioners Maglalang, Mandal, Iloreta, and several others.

The Civic Center project is still within budget. There is a move in the schedule that may be adjusted due to a delay in the elevator inspection.

Transportation funding measure, Proposition 42, will be on statewide ballot in March 2002.

There was a report on a proposed soundwall along the west side of 680. The City Council supports construction of these soundwalls from Calaveras to Scott Creek and will work with Cal-Trans who is responsible for this project.

The Wood Burning Ordinance was approved by the City Council.

CDBG funding priorities were approved by City Council following the CAC recommendations.

On the library project update, Staff reported that the community needs assessment would include a series of interviews and focus groups, public workshops, and would occur in December. The funding includes \$5,000,000 in City Capital Project reserves, 2% TOT tax, and \$680,000 in county building and design work.

**IX. New
Business**

a. Public Safety and Emergency Information

Police Chief Lawson gave a presentation on public safety and emergency information in the event of a national disaster. He stated that the City's Police, Fire, and Public Works Departments work and train together to better respond to these types of events. They also coordinate their efforts depending on the situation with neighboring cities, county, state, and federal agencies.

Fire Chief Weisgerber showed a slide presentation on local responses and capabilities, regional response support, emergency and disaster preparedness, and community preparedness. As far as local response, the police, fire, EMS, and public health services have had plans in effect for quite some time. In case of a regional event, the City would receive resources from all over the state and across the country. The Police Department have been in coordination with the FBI, Justice Department, and Department of Defense since the September 11, 2001 event.

Chief Lawson stated they put an operations plan together in 1998 after the American embassy bombings. He stated that the Police Department is looking at areas that might be a potential target in the City. Those areas are constantly patrolled 24 hours a day 7 days a week.

Chief Weisgerber stated that the Fire Department and the County of Santa Clara have been working on this type of annex for over 2 years. He stated that bio-terror response kits have been disbursed to all cities. There are county and federal drills done on a quarterly basis. Milpitas has its own quarterly drills in addition to the county and federal drills.

Chief Lawson stated that the City of Milpitas was the first to do armed intruder drills at the high school. It was a very good training. The police department is constantly training with other departments in the City as a result of the September 11th event. There have been blackout exercises. The City of Milpitas

is the first to have backup signal lights during blackouts. Chief Weisgerber stated the preparedness anyone would do for a terrorist situation is the same preparedness as any disaster. There will be a citywide drill the beginning of 2002.

Chief Lawson stated that no one really expected what happened in New York to happen but it did. He stated to work smart and be prepared. Chief Weisgerber stated that the people should be aware of their surroundings and report anything that looks unusual.

Russ Cherry, S.A.F.E. Program, stated he has been on this program for seven years. It is a citywide program to get the neighborhoods trained on search and rescue, basic fire fighting and basic first aid. It is a self-help program. Neighborhoods should be prepared to be isolated for 72 hours. Overall goal is to get neighborhoods organized, do door to door outreach on how to prepare oneself in a disaster, and public awareness. Chief Weisgerber stated that the vision of this program is to have neighborhood clusters centered around the schools. To have each member of the SAFE team take care of their home first then their neighbor then their street down through the neighborhood. Chief Weisgerber stated that people have to be willing to participate. The training is six weeks long and a drill at the end.

Commissioner Garcia asked if the information literature is in other languages. Chief Weisgerber stated that almost all of the materials have been translated to the four major languages and that flyers were sent home from the schools. Advertisement has been in the Milpitas Post and at festival booths.

Commissioner Garcia questioned staff how they would like the CAC to participate. Chief Lawson stated maybe helping in the Neighborhood Watch. Chief Weisgerber stated that the CAC could be the ambassadors of programs like Neighborhood Watch and organizing their own neighborhoods with the SAFE program. Mr. Cherry also stated to go back to the neighborhoods and expand on the information that was presented to them.

Councilmember Esteves attended the CAC meeting at 8:00 p.m.

b. 2002 Work Plan

Staff stated that the work plan is developed on an annual basis then forwarded to the City Council for approval. During the 2001 calendar year the CAC accomplished a great deal. The CAC accomplished all short-term goals and most of the long-term goals. Staff stated the requested short-term goal of regulating cell phone usage while driving is governed by the California Vehicle Code. This code does not currently have any laws regulating the use of cell phones while driving and local laws cannot supercede the State law, therefore, Staff does not recommend adding this to the Work Plan for 2002.

The Commissioners made a list of goals to consider for short-term and long-term. They are:

- Street Sweeping
 - Police Issue Tickets?
 - Ordinance?
 - Assessment of Problem

- Gateway Signs
 - Streetscape M.P.
 - Other Sites

- Neighborhood Night Out – Watch
 - Ambassadors
 - Communicate to Ethnic Groups

- Town Hall CEPAC Meeting
 - SAFE
 - Watch
 - Citizen Preparedness
 - NBO – Outreach and Awards

- Tree Planting
 - Site Selection
 - Streetscape Implementation

- Update NBO Awards Selection Criteria

- Cell Phone Usage

- Creek Trail Improvements
 - Funding
 - Tree Planting
 - Park
 - ADA Access

- CDBG Activity (Provide Food)

- Thank You – City Services
 - Picnic
 - 4th of July
 - Goodie Basket – Cookies

- Participate in City Hall Opening

- City 50 Year Anniversary

Commissioner Maglalang suggested having a neighborhood

night out on a different block. He stated that he has been having this event in his block for a long time and it works quite well. Commissioner Garcia questioned how the CAC could assist in getting the word out for Neighborhood Watch. Commissioner Polanski and Commissioner Robinson suggested having a town hall meeting with CEPAC on safety and neighborhood watch. Commissioner Garcia is concerned about communicating with ethnic groups who do not come to the meetings. Commissioner Maglalang suggested creating block captains for each neighborhood.

Commissioner Iloreta suggested assisting in the new City Hall grand opening.

Staff stated that they would compile the list and bring it back to the Commission in January for finalization.

Commissioner Washburn announced that this would be her last meeting on the CAC Commission.

X. Adjournment Chair Pham adjourned the meeting at 9:00 p.m. to the January 2, 2002, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
January 5, 2000**

I. Call to Order and Roll Call

Chair Mandal called the meeting to order at 7:00 p.m.
Present were Commissioners Cook, Garcia, Iloreta, Lalwani, Maglalang, Pham, Polanski, and Washburn Alternates present were Johansen (7:05pm), Robinson (7:03pm), and Ortiz, Jr. (7:08pm)

II. Seating of Alternates

All Commissioners present.

III. Pledge of Allegiance

Chair Mandal led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Lalwani, Cook Ayes: 10

V. Approval of Minutes

MOTION to approve the Minutes of December 16, 1999.

M/S: Maglalang, Pham Ayes: 8 Abstain: 2 (Polanski, Mandal)

VI. Announcements

James Lindsay announced that the NBO Brochure will be mailed out to all residents on January 10, 2000. He also announced that the February 2, 2000, CAC meeting will be more of an informational time to introduce the NBO Ordinance to the public. Commissioner Lalwani was

concerned if the NBO announcement would be in the Milpitas Post. Staff stated that the NBO announcement would be in the Milpitas Post.

Commissioner Polanski announced that she is the Chair for the 2nd Annual Relay for Life for the American Cancer Society for the City of Milpitas. She stated that one of the reasons she was willing to do this is because cancer does not discriminate; it effects people of all gender, race, and age. She stated this would be a wonderful opportunity for everyone within the Milpitas community to come celebrate those who have surveyed cancer and show our respect for those who have lost their lives to cancer and give hope to those who are trying to fight cancer.

Commissioner Robinson gave a special thanks to the Milpitas Fire and Police departments for a job well done on New Year's Eve.

VII. Citizens Forum

Chair Mandal invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He stated that Council approved the Neighborhood Beautification Ordinance Brochure. This is a correction to the December 16, 1999 minutes.

b. Planning Commission

Planning Commissioner Gurdev Sandhu introduced

himself to the Commission and stated that the Planning Commission did not have a meeting so there was nothing to report.

IX. Public Hearing

a. Public Opinion Regarding the City's Existing Street Sweeping Program

Staff had submitted a request in the Milpitas Post for advertisement of the public hearing for the public in order to receive testimony on the program, unfortunately that ad did not run. Staff recommends to continue the public hearing to the March CAC meeting. No members of the audience were present for this item. Traffic Engineer Arlene DeLeon and Street Maintenance Supervisor Dennis Cuciz were present for a preliminary introduction to the program and for any clarifying questions.

Chair Mandal asked the commissioners if they wanted a brief overview of the program at this meeting. All the commissioners agreed.

James Lindsay introduced Ms DeLeon to the commissioners. Ms DeLeon stated that Traffic reviewed the existing program, and compared to eight other cities in the Bay Area, determined that it was up to the organization to enforce the program. In the City of San Jose it is not enforced, it is considered voluntary but signs are posted. In other cities, there no signs posted at all but are still enforced when needed. So it is an as needed basis. For the City of Milpitas, they are looking to implement in the near term a voluntary program. The schedule as it now stands is color-coded into 10 different regions. Street sweeping is done on a

quarterly basis. Every residence street is swept twice a month.

The question Ms DeLeon brought forth to the Commission was the cleanliness of the streets.

- Is it clean enough?
- Are the services adequate enough?
- Do you precise that the lack of services with the deficiencies is associated with the existence of a parked car on the streets?

Ms DeLeon stated that when and if we go to that point we will need to revisit on how the City does street sweeping. The area is pretty complete; the City goes in and does both sides of the streets, if the City is to impose a no parking on the streets, the City might want to consider a revision to the way the City operates the contract which will allow sweeping streets on one side verses the other side. There are some added costs associated with making the change-over, the transition, if that were the desire in this case.

Mr. Cuciz gave a brief overview of how the City educates the public on street sweeping. Each July the City sends out a door hanger out to each resident in the city. The hanger states the specific day the street will be swept according to the color-coded map for that region. Also, quarterly, Public Works posts a full-page ad in the Milpitas Post stating the policy and numbers to call with complaints or concerns the public might have.

Chair Mandal questioned Mr. Cuciz on what actions are taken to enforce the program. Mr. Cuiz stated the Good Neighbor Policy is all Public Works has

enforce at this time. Ms DeLeon added that the City also has the 72-Hour Limit. Any vehicle that has not been moved within 72 hours will be tagged by the Milpitas Police Department.

Commissioner Garcia had a question on how big of a problem this was. Ms DeLeon stated one of the reasons they were here was to find out and were asked by the Council to consider the CAC as a forum to getting the public opinion. She also stated that they know how to implement the change they just don't know how bad the problem is. Public Works responds to any spot problems and there is no hesitation in the service. The other aspect Public Works is pursuing is putting a notification in the Utility bills.

Commissioner Maglalang wanted to know the progress based on the flyers that are sent out. Mr. Cuciz assured Commissioner Maglalang that the flyers are working.

Commissioner Cook asked how this program would be enforced. Mr. Cuciz and Ms DeLeon both stated it is done on a voluntary basis. Commissioner Cook suggested that on the day of sweeping, having a patrol car drive by to make sure that the signs are adhered to. Ms DeLeon stated that this was not an ordinance and if and when it was made mandatory they could take the steps to be more aggressive and issue citations. The question now is how severe is the problem on the streets.

Commissioner Washburn wanted to thank Public Works on a job well done. She stated that adding something to the Utility bill would make it more effective.

MOTION to continue the Public Hearing to the March

CAC Meeting.

M/S: Polanski/Washburn Ayes: 10

X. New Business

a. Election of Chair and Vice Chair

According to the bylaws, new officers for the positions of Chair and Vice Chair are elected at the beginning of the year.

Chair Mandal asked for nominations for the position of Chair. The following nomination was made: Ray Maglalang. The Secretary called the roll for the vote. Ray Maglalang was elected Chair for 2000 by the following vote:

Ray Maglalang: 10

The following nominations were made for the position of Vice Chair: Paula Johansen, Alfred Garcia (declined), and Althea Polanski (declined). The Secretary called the roll for the vote. Paula Johansen was elected as the Vice Chair for 2000 by the following vote:

Paula Johansen: 10

Chair Maglalang thanked the staff for support and also thanked the previous Chair Mandal for serving on the Commission.

XI. Yearly Work Session

James Lindsay handed out a draft of the potential projects

for the year 2000 to all the commissioners. Staff gave a presentation of the Annual Reoccurring Tasks and potential projects for the 2001 program. Mr. Lindsay recommended that the CAC cover the special projects that they would like to tackle for the year 2000. In this session, CAC would come to a majority vote for each project to be added to the list, which would then be forwarded to the Council for their approval.

Mr. Lindsay covered the potential projects for the year 2000 work program. They are:

- Participation in the City's Streetscape Master Plan Project
- Implementation of the Neighborhood Beautification Ordinance
- Creation of a design for upgraded City limit signs

The February CAC meeting is a public meeting and staff encourages all the CAC members to attend. Staff recommends the CAC appointing a spokesperson or subcommittee of this Commission to work with staff in developing the format of the meeting and also be a spokesperson for CAC at the meeting to introduce the history of the NBO ordinance since the CAC did have such an active roll with the NBO ordinance. At that meeting, the spokesperson for the CAC will identify the members present. The Council already approved these steps for the Commission.

Chair Maglalang had a comment regarding the greening of the City of Milpitas. He stated that it was up to the Commission to decide what part of the streets would be the priority for the greening of Milpitas.

Chair Maglalang also questioned if the CAC was responsible for approving the Christmas lights. Commissioner Polanski

stated that the CAC has recommended in the past to Council to add some money to the budget and the CAC has helped approve the banners.

Commissioner Mandal suggested going back to the original work session format and recording ideas and then working forward.

Commissioner Garcia was concerned with the purpose of the Commission. He stated that some of the goals/objectives from other cities certainly have a little more meat than Christmas decorations. He is concerned with what the objectives are and then perhaps identify some projects underneath them. He believes there are issues from the people of Milpitas that the Commission needs to address.

Commissioner Cook stated there were tasks/goals that were presented to the Council but did not know the outcome.

Commissioner Washburn disagreed with Commissioner Garcia and commented that the CAC does have meat and that the Commission is a good thing.

Commissioner Polanski believes in her own opinion that this Commission is to be used as a sounding board for the Council for issues that come up that effect the community at large.

Chair Maglalang suggested starting with the worksheet items and then adding if necessary.

Commissioner Polanski stated that the trimming of City Hall should be eliminated from the reoccurring tasks list due to the fact that there will be no City Hall this year.

Commissioner Iloreta asked about training for the CAC

members. Staff stated that training is on an as needed basis depending on budget. Chair Maglalang suggested including training in the review of CAC budget requests.

Chair Maglalang opened the work session for the potential projects for year 2000 work program.

Commissioner Iloreta suggested brainstorming ideas other than those listed in Staff's handout. Vice Chair Johansen listed the ideas discussed during the brainstorming session. The ideas were sorted in three priorities:

1st (High) Priority

- Greening of Milpitas (participation in the Streetscape Master Plan as described in Staff's handout)
- Neighborhood Beautification Ordinance (as described in Staff's handout)
- Annual Citizens Concern Forum

2nd Priority

- City Limit Signs
- Mechanism for Community Feedback (Q&A in Milpitas Post, Channel 15)
- Interaction & Information Gathering From Other Cities

3rd Priority

- Saving the Trees

- Celebrating Diversity
- Liaison Between Commissions
- Meet with City Council
- Review City Education Program (Ordinances, Laws, etc.)

Staff will present these items to the City Council for their approval. Commissioner Johansen believes that Priority One is the most important. Chair Maglalang stated that Priority One is the short-term goal for the year and Priority Two and Three are something informative for the Council to know.

MOTION to submit to City Council Priority One projects which includes the six Annual Re-Occurring items (with the deletion of item 5) as the short term priority for the year 2000 and Priority Two as a forward looking item just as information only.

M/S: Mandal, Polanski Ayes: 10

Commissioner Polanski suggested that CAC appoint Chair Maglalang as the spokesperson for the February 2, 2000 Neighborhood Beautification meeting.

MOTION to appoint Chair Maglalang as spokesperson for the February 2, 2000 Neighborhood Beautification meeting.

M/S: Polanski, Lalwani Ayes: 10

Chair Maglalang announced that there are some pictures of all the commissioners on the web site and encourages the rest of the commissioners to submit their pictures to Staff for the web site and to also submit their business cards for updating. He also announced that at the March meeting there would be a photo session.

XII. Adjournment Chair Maglalang adjourned the meeting at

9:05 p.m. to the February 2, 2000, meeting at the Milpitas
Community Center Auditorium.

Respectfully submitted,

Ali R. Schneider, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
December 6, 2000**

I. Call to Order and Roll Call

Chair Maglalang called the meeting to order at 7:00 p.m.
Present were Commissioners Cook, Garcia, Iloreta, Mandal,
Pham, Polanski, and Washburn Alternates present were
Robinson, Ortiz, Jr. (7:05 pm)
Absent: Johansen, and Tabladillo

II. Seating of Alternates

Alternates Robinson and Ortiz, Jr. were seated.

III. Pledge of Allegiance

Commissioner Iloreta led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Polanski, Washburn Ayes: 9
Absent: 1 (Ortiz 7:05 pm)

V. Approval of Minutes

MOTION to approve the Minutes of November 1, 2000

M/S: Mandal, Cook Ayes: 9
Absent: 1 (Ortiz 7:05 pm)

VI. Announcements

Commissioner Polanski announced that Milpitas Alliance for the Arts would like the CAC to consider for the Milpitas City Calendar for year 2002 featuring young artists from Milpitas High School and Calaveras Hills High School.

Chair Maglalang announced the Voices of Christmas on the evening of December 9, 2000 at 7:00 p.m. presented by the Choir Groups of St. Elizabeth's Church.

Staff announced that the ECO Pass would be provided to other commissions. Commissioners would need to obtain a City of Milpitas ID in order to use the pass.

VII. Citizens' Forum

Chair Maglalang invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. Councilmember Esteves thanked Commissioner Polanski and Commissioner Robinson for attending the NBO Awards reception at the November City Council Meeting. The City Council approved an application for grant funds to the California Department of Forestry and Park Prevention trees for the millennium initiative. The grant would provide 500 new trees planted in the City of Milpitas in addition to the 500 new trees that were approved in the CIP budget. The City Council also approved a grant application for an adult day care program. This would be a study phase.

b. Planning Commission

Planning Commissioner Gurdev Sandhu was not present at the meeting.

IX. New Business

a. Streetscape Master Plan Implementation

Carol Randisi, Trees and Landscape thanked the CAC for their participation in the Streetscape Master Plan planning process. She stated the Plan was approved by City Council on September 19, 2000. The Plan is a compilation of recommendations, guidelines and standards and is intended to be used as a tool and reference document for residents, homeowners, etc. The final document will be available by the week of December 11, 2000. The Plan is designed to be user friendly, not only to policyholders or decision-makers, but to the homeowner as well.

Ms Randisi stated that the Plan is currently going through a Capitol Improvement Program (CIP). The CIP is a 5-year program. One of the Streetscape projects is the Streetscape Amenities to be installed at various bus stops, park entrances and along trails. The purpose of the project is to enhance quality of the alternative transportation experience. Another project is Monuments at City Gateways. Its purpose is to utilize the recommendations of the Streetscape Master Plan in conjunction with existing gateway features such as prototypes.

Commissioner Ortiz questioned the design aspect of the project. Ms. Randisi stated that there is a lot of discussion on this project.

Chair Maglalang requested including South and North Park Victoria streetscape improvements in next year's CIP.

X. Old Business

a. CAC Work Plan

Staff stated that on November 1, 2000 the CAC determined the ongoing tasks and potential short-term and long-term goals as follows:

Tasks

1. CDBG Public Hearing Process (March 7, 2001)
2. Holiday Social and Tree Trimming at City Hall (late November)
3. City Calendar Theme (March)
4. Review of CAC Budget Requests (March approx.)
5. Develop and Review Short and Long Term Goals (January)
6. Neighborhood Beautification Awards program - award selections (October)
7. Host and staff Neighborhood Beautification Ordinance booth at city events (on-going)

Short Term Goals

1. Host Town Hall Meeting on Neighborhood Beautification Ordinance (February 2001)
2. Develop program for City gateway signs

consistent with the Streetscape Master Plan

3. Develop program for Creek Cleanup
4. Develop Program for Neighborhood Cleanup/BFI Participation

Long Term Goals

1. Work with staff on Shopping Cart Ordinance
2. Work with staff on Woodsmoke Ordinance
3. Work with staff to participate in City landscaping projects consistent with the Streetscape Master Plan

The Commission had taken action to approve the Town Hall meeting as a permanent goal for both the year 2001 and future work plans. In addition the CAC indicated the support for City gateway signs, creek cleanup days, and neighborhood cleanup/BFI participation days. Staff stated that the goal is to approve the work plan as stated above to forward to the City Council in January 2001 for review and approval.

Commissioner Garcia stated that there is one issue that concerns him deeply and that is rent control. He feels the Commission needs to look into the issue. He suggested having the Town Hall meeting on community issues such as rent control and not only on the Neighborhood Beautification Ordinance.

Commissioner Mandal stated that before tackling the issue on rent control, the CAC needs to find out more information on this topic.

Commissioner Polanski stated the Town Hall meeting is for the community to express their feelings on

issues that concern them and not to assume what people want. The main topic would be the Neighborhood Beautification Ordinance.

Commissioner Garcia feels the issue on rent control is an issue that cannot wait. He agrees that the Town Hall meeting should be open. Commissioner Garcia proposed striking the words Neighborhood Beautification Ordinance from the short-term goal and take pro-active measures in advertising the Town Hall meeting. Commissioner Polanski suggested including the Shopping Cart Ordinance and Woodsmoke Ordinance in the Town Hall meeting.

Commissioner Washburn feels the issue of rent control is out of their league. Commissioner Garcia stated that the CAC could listen to the community regarding rent control.

Commissioner Mandal suggested the Town Hall meeting be changed to a meeting on community issues not just the NBO. Commissioner Iloreta stated the initial purpose of the Town Hall meeting was to get feedback from the community on the NBO since it will be a year since the ordinance became in effect.

Commissioner Polanski recommended approving the 2001 Work Plan to be forwarded to City Council in January. She also stated that at the January CAC meeting discussing what community issues the CAC would like to highlight at the Town Hall meeting with the NBO being one of the major topics.

Staff stated that they are developing a survey on the Neighborhood Beautification Ordinance that will be sent to all of the residents in Milpitas. As part of the survey there will be an invitation included in the

survey for the Town Hall meeting in February 2001.
The main focus will be on the Neighborhood
Beautification Ordinance so that staff can get the
feedback they need to forward to the City Council.

MOTION to approve CAC 2001 Work Plan and
forward to the City Council in January 2001 with the
short term goal changed to host Town Hall meeting
on community issues with the NBO being the
highlight of the evening.

M/S: Polanski, Iloreta

Ayes: 10

XI. Adjournment

Chair Maglalang adjourned the meeting at 7:55 p.m. to the
January 3, 2001, meeting at the Milpitas Community
Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
September 6, 2000**

I. Call to Order and Roll Call

Vice-Chair Johansen called the meeting to order at 7:00 p.m. Present were Commissioners Cook, Garcia (7:15 pm), Iloreta, Pham, and Washburn
Alternates present were Ortiz, Jr., Robinson (7:14 pm), and Tabladillo
Absent: Lalwani, Maglalang, Mandal, and Polanski

II. Seating of Alternates

Alternates Ortiz, Jr., Robinson, and Tabladillo were seated.

III. Pledge of Allegiance

Vice-Chair Johansen led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Washburn, Cook Ayes: 7

Absent: 2 (Robinson, 7:14 pm
Garcia, 7:15 pm)

V. Approval of Minutes

MOTION to approve the Minutes of August 2, 2000

M/S: Cook, Washburn Ayes: 7

Absent: 2 (Robinson, 7:14 pm
Garcia, 7:15 pm)

VI. Announcements

Staff announced the Milpitas Global Village event on October 7, 2000 at Cardoza Park from 10:00 am to 5:00 pm. This is a City sponsored event. There will be a NBO booth at the event and volunteers are needed to help man the booth. Vice-Chair Johansen volunteered.

Staff also announced the tour of the nomination sites for the NBO Awards Program. Scheduled date and time will be September 13, 2000 at 5:00 p.m. The recommendations that are made by the task force will be announced at the October 4, 2000 CAC meeting.

VII. Citizens' Forum

Vice-Chair Johansen invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He announced the dedication ceremony of Fire Station 1. It was dedicated to former Fire Chief Joseph Smith. It is a state of the art facility. He also announced the opening of McCarthy Blvd. Also, Home Depot will be opening by the Great Mall on Main Street and Curtis. He stated the Civic Center is still on schedule.

b. Planning Commission

Planning Commissioner Gurdev Sandhu was not present at the meeting.

IX. New Business

a. 2000 Work Plan

Vice-Chair Johansen felt that since not all members of the commission were present this work plan should be tabled to the October 4, 2000 CAC meeting. She questioned Staff on the correct measures to take.

Staff stated that the commission could either continue this item to the next meeting and/or discuss other items the commission may want to consider adding. Vice-Chair Johansen read the potential projects approved by the City Council. They were:

- Participation in the City's Streetscape Master Plan Project
- Implementation of the Neighborhood Beautification Ordinance
- Host booths for public education at upcoming special events
- Host a "Town Hall" meeting as an outreach to the public

The re-occurring tasks were:

- Work session for annual work plan

- CDBG Public Hearing
- Review City calendar theme and layout
- Review CDBG Funding Priorities

Other items that were discussed but not included in the program were:

- Creation of a design for upgraded City limit signs
- Developing mechanisms for community feedback
- Interaction and information gathering with other cities

Vice-Chair Johansen asked the Commission if there were any comments on these items. Commissioner Illoreta questioned Staff what the schedule would be for the remainder of the year. He questioned if the NBO Awards Program would be discussed at the October meeting. Staff stated the awards program would be discussed. There would be discussion on how to proceed with the next step and what festivities are planned for the awards program. Commissioner Illoreta also questioned if the CDBG would be discussed at the November meeting. Staff stated the CDBG would probably not be discussed until December or January 2001.

Commissioner Tabladillo asked that Staff provide a specific timeline in order to finish the work plan. Staff stated the deadlines would be discussed further at the next meeting.

Commissioner Garcia inquired about the Town Hall meeting date and time. Commissioner Illoreta suggested including this item with the NBO Awards discussion at the October meeting.

Commissioner Tabladillo suggested that at the Town Hall meeting, relaying the information in different languages since there is such a diverse population in Milpitas. She sees it as a responsibility of the commissioner. Staff agreed with Commissioner Tabladillo and stated that when the five community meetings were held for the NBO with the public the information was available in 5 different languages. It proved to be a great success.

MOTION to table the 2000 Work Plan to the October 4, 2000 CAC meeting.

M/S: Robinson, Ortiz, Jr. Ayes: 8
Noes: 1

X. Adjournment

Vice-Chair Johansen adjourned the meeting at 7:30 p.m. to the October 4, 2000, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,
Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
October 4, 2000**

I. Call to Order and Roll Call

Chair Maglalang called the meeting to order at 7:00 p.m.
Present were Commissioners Cook, Garcia, Johansen,
Mandal, Polanski (7:40 p.m.), and Washburn
Alternates present were Robinson and Tabladillo (7:03
p.m.)
Absent: Iloreta, Pham, and Ortiz, Jr.

II. Seating of Alternates

Alternates Robinson and Tabladillo were seated.

III. Pledge of Allegiance

Chair Maglalang led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Johansen, Cook Ayes: 8
Absent: 1 (Polanski 7:40 pm)

V. Approval of Minutes

MOTION to approve the Minutes of September 6, 2000

M/S: Washburn, Mandal Ayes: 7
Abstain: 1 (Maglalang)
Absent: 1 (Polanski 7:40 pm)

VI. Announcements

Marina Rush announced herself as new Staff Liaison. Staff also announced the Global Village Event for Saturday, October 7, 2000 from 10:00 a.m. to 5:00 p.m.

Staff announced the Civic Center background report. Major Manayan had requested that all City Commissioners receive this report. It is a status report on the City Hall project.

VII. Citizens' Forum

Chair Maglalang invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. The City Council has approved the Streetscape Master Plan. The scheduled completion of City Hall is December 17, 2001.

b. Planning Commission

Planning Commissioner Gurdev Sandhu introduced himself to the Commission and gave a brief summary of the most recent Planning Commission items.

IX. New Business

a. **Neighborhood Beautification - Awards Program**

Staff Ali Schneider gave a presentation on this item and announced the task force for the Neighborhood Beautification Awards. It consisted of three members: Commissioner Johansen, Commissioner Robinson, and Commissioner Washburn. Staff received two nominations by the August 15th deadline. The task force toured the sites and reviewed applications, with the exception of Commissioner Robinson who was not present. The task force also recommended that all nominees receive a certificate of recognition. Awards would be distributed at the City Council meeting on November 21, 2000. All members of the CAC are invited. A Cake reception will be held that same night.

Councilmember Esteves questioned Staff on the reception of the candidates on November 21, 2000. Staff stated it would be done at the beginning of the Council meeting.

MOTION to change Most Attractive - Commercial to Most Attractive Non-Residential.

M/S: Robinson, Mandal Ayes: 9

Commissioner Johansen felt that since this was the first year, that both categories had equal weighting. She also stated seeing the sites in person really made a difference.

MOTION to adopt and accept the recommendations made by the task force.

M/S: Mandal, Robinson Ayes: 9

X. Old Business

a. 2000 Work Plan

Staff presented the work plan that was adopted for the CAC this year. Chair Maglalang stated that the work plan that was started early this year is what you would call a MBO (Management By Objectives) style creating an objective initiative to the reoccurring tasks. There were three items suggested by the CAC that were not included in the final Work Plan. Chair Maglalang questioned if the CAC was in the position of including the three items as part of the work plan.

Commissioner Garcia suggested reviewing potential projects, reviewing what have we accomplished, and what are some other items that need to be brought forth. Chair Maglalang stated the potential projects were approved by the City Council. The reason Chair Maglalang wants to add to the tasks and goals is to make sure there is a blessing from the City Council that the CAC can continue even further for the year 2001.

Commissioner Garcia stated that the CAC needs to decide on the Town Hall meeting this year. Another issue to decide is what the tasks and goals are for

the next year.

Commissioner Mandal stated that the Town Hall meeting was on the work plan in the past. He feels the Commission needs to find out exactly what the Town Hall meeting is really about. Chair Maglalang stated that the purpose of the Town Hall meeting is to get feedback from the community on how the Neighborhood Beautification Ordinance is coming along. Commissioner Mandal feels that the people of community do not have time to attend meetings or give feedback. The Commission needs to think of a way to make the meeting interesting to the public in order to come out otherwise we will only have 10-20 people at the Town Hall meeting. Chair Maglalang stated that the intent of the Town Hall meeting is to get a report card from the community in terms of making changes if needed.

Commissioner Johansen questioned if the City has had the NBO long enough for the community to give feedback. Staff stated that the City has received many phone calls. The majority of the calls are on how the community approves of the NBO.

Commissioner Garcia stated he himself does not receive much feedback on the NBO from the community. He feels that before the Commission figures out what the work plan is for 2001, the Commission needs to know what are the issues and concerns of the community.

Commissioner Mandal feels the Commission needs to do research for the Town Hall meeting before setting a date. Commissioner Polanski stated that to get people to come out to these meetings you need something to catch their eye. She feels it is hard to have people come out when the economy is doing so well. Commissioner Robinson stated maybe doing some polling at grocery stores.

Chair Maglalang questioned what are the complaints that Staff is receiving. Staff stated that NBO related complaints are lawn parking, landscaping, and discarded objects on the front yards. Other complaints that have come in that are not related to NBO are solid waste, junk cars, graffiti, and shopping carts. Staff stated the shopping cart ordinance is being worked on and will be coming to the CAC early next year.

Councilmember Esteves stated that the NBO would be reviewed by Council after a year to eighteen months. The task is to collect information and get feedback from the community. Chair Maglalang feels a Town Hall meeting may or may not be beneficial to the homeowners, but conditioning of the mind of every homeowner is more important prior to the Town Hall meeting by publicity, what are their concerns, come to our Town Hall meeting.

Commissioner Mandal questioned what motion to proceed with the Town Hall meeting. Staff suggested having a brain storming session for the November CAC meeting. Chair Maglalang was concerned if there was still time to have a Town Hall meeting. Commissioner Garcia agreed with Commissioner Mandal to have a work session at the November meeting.

MOTION to have the 2001 Work Plan session at the November CAC meeting.

M/S: Robinson, Mandal Ayes: 9

Chair Maglalang discussed the D&B place mats not

mentioning the City of Milpitas. He feels Milpitas is not being recognized to its fullest. Chair Maglalang proposed creating visibility and intensify marketing of the City of Milpitas. The plan of action would be:

1. Identify what are our city strengths: Great Mall, Hillside ordinance, Anti-graffiti, Golf courses, China town in McCarthy Ranch, etc.
2. Convert this strength into a marketing product: Postcards, Magnets, Shorts, Golf Balls, Caps, Gift Shop, Visitor Center, etc.
3. Create a profit center marketing outlets like Walgreen's, Wal-Mart and centralized through our Community Center who will monitor the cash flow of these marketing projects including the annual Calendar design.

Chair Maglalang suggested making these re-occurring tasks for the CAC. Commissioner Robinson questioned if it was legal for the City to make a profit on a product. Council member Dixon stated that other Commissions are making postcards from what was left over from their allocated budget and giving them away free.

Commissioner Tabladillo suggested gathering information on the legal aspect of marketing products for the City from the City Attorney's office.

Chair Maglalang stated the intent of this project is marketing the City itself, whether the City makes money or not; to know who the City of Milpitas is.

Commissioner Polanski suggested tabling this item to the Work Session in November.

XI. Adjournment

Chair Maglalang adjourned the meeting at 8:05 p.m. to the
November 1, 2000, meeting at the Milpitas Community
Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
MILPITAS COMMUNITY CENTER ROOM 7/8
UNAPPROVED MINUTES
November 1, 2000**

I. Call to Order and Roll Call

Chair Maglalang called the meeting to order at 7:00 p.m.
Present were Commissioners Cook, Iloreta, Johansen,
Mandal, Pham, Polanski, and Washburn
Alternates present were Robinson
Absent: Garcia, Ortiz, Jr. and Tabladillo

II. Seating of Alternates

Alternate Robinson was seated.

III. Pledge of Allegiance

Chair Maglalang led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Polanski, Johansen Ayes: 9

V. Approval of Minutes

MOTION to approve the Minutes of October 4, 2000

M/S: Robinson, Washburn Ayes: 7
Abstain: 2 (Iloreta, Polanski)

VI. Announcements

Staff invited all CAC members to the City Council meeting on November 21, 2000 to help recognize the NBO Award winners and nominees. There will be a reception for the winners and nominees at the beginning of the City Council meeting at 7:10 p.m.

Staff announced the Annual Recognition Dinner for all Commissioners and committee members on January 29, 2001 at the Sheraton Hotel in Milpitas.

VII. Citizens' Forum

Chair Maglalang invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves was not present at the meeting.

b. Planning Commission

Planning Commissioner Gurdev Sandhu introduced himself to the Commission and gave a brief summary of the most recent Planning Commission items.

IX. New Business

a. Holiday Social

Staff stated that in the past the CAC has held a holiday social to decorate the City Hall lobby and

tree. Staff is recommending setting a date to hold the social.

MOTION to have the holiday social on Saturday afternoon, December 2, 2000 at 2:30 p.m.

M/S: Robinson, Mandal Ayes: 9

b. Neighborhood Beautification Town Hall Meeting and Resident Survey

Staff stated at the October 4, 2000 CAC meeting the Commission had indicated the desire to hold a Town Hall meeting to solicit input on the Neighborhood Beautification Ordinance and program that the City has had throughout the year and its success and/or issues that have arisen from that. Staff is developing a survey to be sent out to all of the residents of Milpitas. The survey would be presented to the Commission before it is mailed out to the residents of Milpitas for additional input.

Staff Gloria Anaya stated that staff would ask for input from residents at the Town Hall meeting besides the survey being sent to the residents. Staff would then present the results of the survey and also any input received from the Town Hall meeting to the CAC and to the City Council.

Chair Maglalang questioned if Staff has established a questionnaire. Staff stated that they would draft a copy of the questionnaire so that the CAC could evaluate it or make any changes necessary before it goes out for mailing. The draft copy of the questionnaire would be presented to the CAC at the January 2001 meeting for their input

Commissioner Iloreta stated that at the NBO community meeting, which was held in February 2000, there was a video that showed certain areas of the City that needed improvements.

Commissioner Iloreta questioned if there would be a video showing improvements that have been made to the City since the NBO took effect. Staff stated yes there would be a video shown at the Town Hall meeting.

MOTION to host a Town Hall Meeting on Wednesday, February 21, 2001, at the Milpitas Community Center Auditorium at 7:00 p.m. to follow up on the Neighborhood Beautification Ordinance.

M/S: Iloreta, Washburn Ayes: 9

c. Marketing the City of Milpitas

At the October CAC meeting, the Commission had directed staff to research the feasibility of creating a program to develop and market "City of Milpitas" products. Staff stated according to the City Attorney, City governments can sell items only at cost but not for profit unless it forms a non-profit corporation under state law. Staff is researching if a non-profit corporation formed under state law could qualify for tax-exempt status under 501 (c)3 as Commissioner Tabladillo had brought up at the October meeting. In addition, a program would need to be developed and presented to the City Council for their approval if the Commission desires to pursue this. Staff's recommendation is to discuss the program development for "City of Milpitas" marketing products.

Chair Maglalang stated that the Commission needs to identify the City's strength and then convert that into marketing products. Possibly having a visitor's booth located in the City of Milpitas. Besides having a visitor's booth, distribute the products to all hotels, motels, stores, etc. He stated he was not interested in making a profit on this, what he is trying to convey is marketing the City of Milpitas so that the city is well known across the state.

Commissioner Polanski questioned the purpose of marketing products. She feels the Chamber of Commerce is responsible for marketing the City of Milpitas. Chair Maglalang feels other cities and states are not recognizing the City of Milpitas.

Commissioner Mandal feels the Commission should actively work with the Chamber of Commerce or some other businesses so that they could promote some ideas. He also feels it is more of a business and have business take the lead and the CAC would provide help for them.

Vice-Chair Johansen stated that the CAC needs a reality check in the sense that Milpitas will never become a San Francisco. She feels that the City is a lot more important than they were ten, fifteen, twenty years ago. The City has grown immensely over the years. However, Milpitas will never become a worldwide destination.

Commissioner Pham agreed with Commissioner Polanski that this plan should be with the Chamber of Commerce. Commissioner Polanski feels that this plan should be given to the Chamber of Commerce to promote the City. The CAC job is ensuring citizens that we have pride in the City.

Staff questioned the CAC on the process of how they

would like to present this plan to the Chamber of Commerce. Commissioner Polanski suggested drafting a letter recommending the Chamber of Commerce on ideas on how to promote the City.

MOTION to recommend to the Chamber of Commerce to promote the City of Milpitas and that the CAC is in support of it and that the CAC send a letter recommending the ways in which to promote the City.

M/S: Polanski, Robinson Ayes: 8
 Noes: 1

X. Old Business

a. CAC Work Session

Staff stated that according to the regulations, a Work Plan needs to be developed by the first meeting in January. The tasks that Staff has confirmed as part of the CAC responsibilities are as follows:

1. CDBG Public Hearing Process (March 7, 2001)
2. Holiday Social and Tree Trimming at City Hall (late November)
3. City Calendar Theme (March)
4. Review of CAC Budget Requests (March)
5. Develop and Review Short and Long-term Goals (January)
6. Neighborhood Beautification Awards program - award selections (October)

7. Host and staff Neighborhood Beautification Ordinance booth at City events (On-going)

A Town Hall meeting on the Neighborhood Beautification Ordinance was discussed at the October CAC meeting as a short-term goal for next year.

For long-term goals, the following were discussed:

1. Develop program for City gateway signs.
2. Work with staff on Shopping Cart Ordinance.
3. Work with staff on Woodsmoke Ordinance.
4. Participation in City landscaping projects consistent with the Streetscape Master Plan.
5. Establish a Tree and Flower Planting Program.
6. Develop mechanisms for community feedback.

Chair Maglalang requested each Commissioner to make suggestions for the Work Plan for 2001. He suggested moving the City gateway signs to short-term for calendar year 2001.

Commissioner Garcia had a list of tasks and goals handed out to the other Commissioners. Those items will be discussed at the December CAC meeting since Commissioner Garcia was not present at the meeting.

Commissioner Robinson suggested getting involved with the creek side cleanup efforts. Commissioner Pham suggested working with the community and encouraging the community to participate with the cleanup.

Commissioner Mandal stated the Commission needs to do a follow up on the NBO to see how well it is working, how the Commission can re-enforce it and what kind of enhancements need to be made.

Commissioner Polanski stated that a lot of people in community are not completely aware of the NBO ordinance. She feels that the NBO should be kept as a high priority. She suggested reviewing the long-term goals in the community meetings.

Commissioner Johansen suggested holding three community meetings in the year 2001.

Chair Maglalang requested that he would like to include in the CIP (2001) budget the three streets mentioned in the Streetscape Master Plan which are Piedmont, Park Victoria, and Milpitas Blvd. He questioned Staff if this was workable or not. Staff stated that the Commission could convey their interests and desires to the Council. The Council is the one that places the priority on the program items.

Commissioner Iloreta suggested learning from other Advisory Commissions on their techniques. Maybe networking with other cities.

Commissioner Cook agreed with having three community meetings besides the Town Hall meeting for the year 2001.

Commissioner Washburn agreed with working with the Chamber of Commerce on the marketing of the City as a long-term goal.

Chair Maglalang questioned the Commission on the Lend-A-Tool program to see if more tools needed to be added or not. Staff stated that in terms of a Town

Hall meeting to this specific program, it is not a program that would need a lot of discussion. The tool shed has certain tools that are on the inventory. Staff stated that when the Town Hall meeting is held on February 21, 2001, all the supporting programs would be brought forward.

Commissioner Robinson stated that he would like to see the Town Hall meetings as a long-term goal.

Chair Maglalang questioned Staff on the issue of rent control. Staff stated that if there was any kind of study or program it would require funding and have to be approved by City Council. Commissioner Polanski suggested including the study of rent control in the Town Hall meeting in order to get feedback from the community. Commissioner Mandal feels that the Commission should be focusing on programs with positive inputs to bring back to the City Council and not feedback from the community that they would not know what to do about. Commissioner Polanski stated if they are going to assume what the feedback is going to be from the community, then they are going in to the Town Hall meeting with the wrong attitude. She also stated the Commission should have topics that they want to draw information from the community.

Commissioner Pham stated that the Commission needs to stay focus on the current tasks and goals. The Town Hall meeting should be setup and advertised in the same manner as the community meeting for the introduction of the Neighborhood Beautification Ordinance. Staff stated there was a lot of planning that went into that meeting. There were flyers sent out to all the residents of Milpitas, and a lot of publicity in the Milpitas Post.

Commissioner Robinson feels the community

meeting is the most important item brought forth. Commissioner Polanski feels once you have the community meeting everything else rolls into place. Commissioner Polanski agrees that the Streetscape Master Plan should be part of the CIP budget.

MOTION to have the community Town Hall meeting become a permanent goal.

M/S: Robinson, Polanski Ayes: 9

The Commission voted on the following items as short-term goals.

- | | |
|---|---------------------|
| 1. City Gateway Signs | Ayes: 8;
Noes: 1 |
| 2. Creek Cleanup Program | Ayes: 6;
Noes: 3 |
| 3. Neighborhood Cleanup/BFI Participation | Ayes: 9 |

XI. Adjournment

Chair Maglalang adjourned the meeting at 8:55 p.m. to the December 6, 2000, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
March 1, 2000**

I. Call to Order and Roll Call

Chair Maglalang called the meeting to order at 7:05 p.m. Present were Commissioners Cook (7:15 pm), Iloreta, Johansen, Lalwani, Mandal, Pham, Polanski, and Washburn
Alternates present were Robinson, and Ortiz, Jr. (7:18 pm)
Absent: Garcia

II. Seating of Alternates

Alternate Robinson was seated.

III. Pledge of Allegiance

Chair Maglalang led the Pledge of Allegiance.

IV. Approval of Agenda

Staff Barone requested Item b. Public Opinion Regarding the City's Existing Street Sweeping Program be moved to Item a. on the agenda. Commissioner Polanski recommended taking public input and continuing this item to the next meeting.

MOTION to approve the Agenda as amended.

M/S: Washburn, Robinson

Ayes: 9

Absent: 1 (Cook, 7:15pm)

V. Approval of Minutes

Chair Maglalang stated that on Page 5 of the minutes, the street names were omitted from the Greening of Milpitas. He would like to propose revising the

minutes to included the three specific street names and present it again to the City Council. Chair Maglalang feels that the Streetscape Master Plan is not the goal of the CAC but is the job or goal of Public Works. Commissioner Polanski stated that it was her understanding at the January 5th meeting, the CAC agreed that the Greening of Milpitas was a priority but decided that it would have a priority going to the City Council but not have specific street names at that time. The Greening of Milpitas would come back for a future meeting in which time it would be discussed further.

MOTION to approve the Minutes of January 5, 2000 as submitted.

M/S: Washburn, Lalwani Ayes: 5
 Noes: 4
 Absent: 1 (Cook, 7:15pm)

VI. Announcements

Recreation Supervisor Schneider announced that in February the City Council approved the 2001 Special Events calendar, which includes a multi-cultural community fair, planned for Saturday, October 7, 2000 at Cardoza Park from 11:00 a.m. to 5:00 p.m. She also stated there would be an input and informational night for this event on Wednesday, March 29, 2000 at 7:00 p.m. at the Milpitas Community Center. The purpose of the meeting is to gather input from various multi-cultural groups for suggestions on what the groups would like to see included in the way of activities for the event.

Staff announced the Midtown study session that the Planning Commission is hosting specifically geared to get input from all of the different commissioners in the City of Milpitas. The study session would be held on March 8, 2000. Second, the City Council did approve the CAC work program for the year 2000. Third, this was the last CAC meeting held in this City Hall building. The CAC meetings will now be held in the Community Center, Room 7/8 until the new City Hall is built.

Staff thanked the CAC for hosting a very successful Neighborhood Beautification Ordinance kickoff event.

Councilmember Esteves announced the Commissioners Recognition dinner on March 30, 2000.

VII. Citizens' Forum

Chair Maglalang invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He stated that City Council has endorsed Prop 14 providing funds for library construction and expansion. The Council has approved a cultural plan for the City. The Council has a budget workshop, which has come up with new proposed projects for the City. It ranges from library expansion and construction, senior housing, possibly financing Neighborhood Beautification Ordinance implementation, enhancement of the computer systems, community child care, and so on. Also, the Council has approved to finance a Bart extension study, going from Milpitas to San Jose, for the amount of \$30,000.

b. Planning Commission

Planning Commissioner Gurdev Sandhu was not present at this meeting.

IX. Public Hearings

a. Public Opinion Regarding the City's Existing Street Sweeping Program

Commissioner Polanski requested taking input from the public and then continue that item at the next meeting.

Chair Maglalang invited members of the audience to address the

Commission.

Steve Soriano, 378 Coelho Street, commented on the Street Sweeping Program. He stated the program is better now than 15 years ago. Some of the safety issues: lighting and warning devices on the vehicles, sweepers need to be marked better, and guards on the machines. Mr. Soriano suggested better water spray systems to eliminate dust. On the issue of alternative fuels, if the City could give some kind of credit to the contractor if he would use a vehicle that ran on something other than gasoline or diesel, it would improve the environmental aspects of our community with lower air emissions from the engines. One other note, if the sweeper operator sees a vehicle that is not operational, there might be a mechanism developed where he could report that to the Police.

Commissioner Robinson questioned Mr. Soriano if he has seen any injuries occur based on the input he gave. Mr. Soriano stated he has not seen any injuries, but that he is a technician and works for another municipality in the area and have seen where people have been injured.

Commissioner Polanski questioned Mr. Soriano on he would feel is he received a ticket for not moving his vehicle on street sweeping day. Mr. Soriano feels that is a little too punitive.

Commissioner Mandal questioned staff if the personnel who do the street sweeping are City employees or contractors. Staff Barone stated that the personnel who do the street sweeping are contractors. Commissioner Mandal also questioned staff if the contract would have to be amended if the City decides to make changes. Staff Barone stated that the contract would be negotiated when it expires.

MOTION to continue the Public Hearing to the April CAC Meeting.

M/S: Lalwani, Mandal

Ayes: 10

b. Review of Community Development Block Grant Program (CDBG) Applications for FY 2000-01.

Senior Housing and Neighborhood Preservation Specialist Gloria Anaya

outlined the Community Development Block Grant (CDBG) program, explaining that the City would be receiving approximately \$683,000 in CDBG funds for FY 2000-01 from the Department of Housing and Urban Development. Ms. Anaya stated total funding available for Public Services is \$102,450 and \$443,950 for Non-public Services.

Ms. Anaya informed the Commission that 21 eligible applications were received. Ms. Anaya explained that each applicant would be allowed 5 minutes to address the Commission; after the public hearing was closed, the Commissioners would be asked to allocate the available funds via the ballot process; staff would enter each Commissioner's ballot allocation into a spreadsheet which would be totaled and averaged for final discussion and recommendation. The minimum funding level that was established by the CAC and City Council is \$5,000. Therefore, any of the programs that averages less than \$5,000 would need to be re-distributed to other organizations.

The recording secretary asked each Commissioner individually if they were currently receiving compensation from any of the applicant agencies and was informed by each and every Commissioner that they were not receiving compensation from any of the applicant agencies.

Chair Maglalang opened the public hearing.

A representative from each of the applicant agencies present addressed the Commission with an outline of their agency's functions and how allocated funds would be utilized.

MOTION to close the public hearing.

M/S: Robinson/Washburn

Ayes: 10

Staff entered each Commissioner's ballot figures into the spreadsheet and presented the results to the Commission for discussion.

Commissioner Polanski reminded the Commission that as they are allocating those who should receive funding and how much, to remember that the minimum is \$5,000 and nothing less.

MOTION to allocate Public Service CDBG funds as follows:

Alum Rock Counseling Center	\$5,000
Asian American Services	5,200
Long Term Care	5,000
Catholic Charities	5,000
City of Milpitas Recreation Services	5,100
Emergency Housing Consortium	5,000
Filipino Youth Coalition	5,500
Indo-American Community Service Center	5,000
Milpitas Food Pantry	15,000
Project Match	5,000
Project Sentinel	6,645
Second Harvest Food Bank	5,200
Senior Adults Legal Assistance	5,000
Social Advocates for Youth	5,000
Support Network for Battered Women	5,000
Tri-Cities Children's Centers	5,400
WATCH	9,405
Total Public Service:	\$102,450

M/S: Polanski, Washburn

Ayes: 10

MOTION to allocate Non-Public Service CDBG Funds as follows:

Economic and Social Opportunities	\$30,000
Emergency Housing Consortium	68,023
Milpitas Housing Rehabilitation	330,395
Tri-Cities Children's Center	15,532
Total Non-Public Service:	\$443,950

M/S: Lalwani, Polanski

Ayes: 10

X. New Business

a. Selection of a City Calendar Theme for 2001

Recreation Services staff presented the theme for the 2001 City Calendar to the Commission. Staff sent out a Citywide email to all employees to get input for the calendar, 8 suggestions were received. The 8 suggestions received were:

1. Profile Hi-Tech Companies in Milpitas
2. Highlight 12 service group events that are offered in Milpitas
3. Proud Past, Promising Future
4. Community Events
5. Architecture
6. What Milpitas Means to Me
7. The Making of Milpitas
8. Beautiful Sites of Milpitas

Staff's recommendation is Number 6, What Milpitas Means To Me. Staff feels since the City has focused on City events and City departments,

staff would re-direct the focus of the calendar and bring it back to the community of Milpitas. Staff would run a contest through the Milpitas Post asking residents to submit a photo, drawing, poem or artistic piece with a short description of "What Milpitas Means To Me. Staff would then provide the entries to the CAC at the April meeting to choose the 12 submissions that would be placed in the City Calendar for 2001.

MOTION to choose What Milpitas Means To Me as the 2001 City Calendar Theme.

M/S: Lalwani, Iloreta

Ayes: 9

Noes: 1 (Robinson)

b. Selection of an Alternate for the Streetscape Master Plan Task Force and Representatives for the City's Floodplain Management Planning Committee

Staff stated Chair Maglalang has volunteered to attend the meetings for the Streetscape Master Plan Task Force and an alternate is requested.

Chair Maglalang stated that the purpose of the master plan is to create the master plan in blue print, the rules and regulations, what kind of trees to put in, etc. The task force consists of Commissioners from different areas. Commissioner Ortiz volunteered to be the alternate.

Staff stated that the Public Works Division has requested two representatives from a series of Commissions to assist them in updating the City's Floodplain Management Plan. Chair Maglalang and Commissioner Pham volunteered to be the representatives for the City's Floodplain Management Planning Committee.

XI. Adjournment

Chair Maglalang adjourned the meeting at 10:10 p.m. to the April 5, 2000, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Yvonne Andrade, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
December 16, 1999**

I. Call to Order and Roll Call

Vice Chair Maglalang called the meeting to order at 7:00 p.m.

Present were Commissioners Desai , Illoreta, Washburn, Cook, Garcia, and Pham.

Alternates present were Johansen and Robinson

Absent: Mandal, Lalwani, Polanski, and Ortiz, Jr.

II. Seating of Alternates

Alternates Johansen and Robinson were seated.

III. Pledge of Allegiance

Vice Chair Maglalang led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Desai, Cook Ayes: 9

V. Approval of Minutes

MOTION to approve the Minutes of November 3, 1999.

M/S: Maglalang, Washburn Ayes: 8

Abstain: 1 (Illoreta)

VI. Announcements

Commissioner Desai announced that this was his last meeting on the Commission. He served 12 years on the Commission and seen many changes. He wanted to thank the City of Milpitas for giving him this opportunity to be on the Commission.

Vice Chair Maglalang and Commissioner Cook both thanked Commissioner Desai for being on the Commission.

VII. Citizens Forum

Vice Chair Maglalang invited members of the audience to address the Commission on any item not on the agenda.

Gurdev Sandhu, 487 Bay View Park Dr., stated that one of the business owner's was concerned if the Milpitas Police Department was prepared for Y2K.

Valerie Barone spoke on behalf of the Milpitas Police Chief; our city government has been very active in developing an emergency operations plan for Y2K in looking into all of the possibilities and guaranteed that the Milpitas Police Department is prepared for Y2K. She also stated that the City Council has been paying very close attention to the preparations for Y2K. Staff reports to the City Council at every meeting on what the preparations and steps are to ensure that the citizens and businesses within Milpitas experience very little disruption during this process and expect to have a very safe and successful New Year in Milpitas.

VIII. Liaison Reports

. City Council

Councilmember Esteves introduced himself to the Commission and gave a brief summary of the most recent City Council items. He stated that the Carlo Street property would be presented back to the City Council in the coming agenda.

Valerie Barone stated that the Carlo property went to City Council for review and that the Council referred it to CAC for a recommendation and requested that the Planning Commission complete a planning review of the proposal prior to City Council seeing it again; the CAC recommended the property stay within the City's control. The development project is expected to go back to Planning Commission for review prior to going in front of City Council.

Councilmember Esteves stated that Council approved the Neighborhood Beautification Ordinance.

b. Planning Commission

Planning Commissioner Gurdev Sandhu introduced himself to the Commission and gave a brief summary of the most recent Planning Commission items.

Vice Chair Maglalang had a question regarding the Carlo Street property. Planning Commissioner Sandhu stated that it has not come to the Planning Commission yet. He did, however, make an announcement to the Planning Commission that the CAC has recommended that piece of property be kept by the City.

IX. New Business

. Neighborhood Beautification Awards Program

Vice Chair Maglalang announced the Neighborhood Beautification Awards Program and asked staff to give a report on the program.

Ms. Schneider gave a brief presentation on the Neighborhood Beautification Awards Program. She stated that the awards program was proposed as part of the education and implementation of the Neighborhood Beautification Ordinance. The purpose of the program is to award residents and property owners for the upkeep and improvements to their property. Some of the recommendations and criteria are:

- Who is eligible?
- How to submit entries?
- How often are awards considered?

Ms. Schneider also explained the application procedures. Applications will be available at all City public facilities (i.e. City Hall, Milpitas Community Center, the Senior Center and the Sports Center) some of the key facilities in the City. They will also be on-line on the City web site that will be developed for the Neighborhood Beautification Ordinance itself. Awards would be awarded once a year. Application deadlines are on an on-going basis. The applications would need to be submitted at the first regularly scheduled meeting in September for consideration by the CAC. With applications, staff suggested that photos be submitted (before and after shots) and will not be returned.

The categories that were developed were residential and commercial. For each of those, staff thought landscaping/maintenance and structural were some ideas, as well as schools and parks. Staff is trying to encompass as much of the community as possible to include not only single residents but groups as well. City projects are not eligible.

Some of the criteria are most improved, most attractive, most involved citizenry and success in building a sense of community.

Ms. Schneider stated that advertisement would be done through different areas, such as, the Milpitas Post, Homeowner Association Newsletters, the Web Site, just to name a few.

She stated awards would be recognition and certificates, would be presented at the City Council Meeting during the month of November, following the CAC selections. City staff recommended the Milpitas Post and Cable Channel 15 as some type of recognition.

Staff also recommended the CAC develop a task force to visit and judge submittals. Recommendations would then be forwarded to the full

Commission who will make selections in October.

Ms. Schneider announced the program kick off would be introduced at the CAC Community Meeting on February 2, 2000 to kick off the effective date of the Neighborhood Beautification Ordinance.

Staff recommendation is to approve the proposed criteria for the Neighborhood Beautification Awards program.

Commissioner Garcia stated that it was a good program and well setup but he had a few questions on some of the details of the brochure. Valerie Barone stated that the brochure was an introduction to the NBO and why the Council adopted it. She also stated that the brochure is in four different languages.

Commissioner Garcia questioned if the phone number listed was a hot line or complaint line. Ms. Schneider stated that the phone number in the brochure is an assistant line to educate the public on how to deal with the ordinance.

MOTION to approve the proposed criteria for the Neighborhood Beautification Awards program with addition of the awards of some monetary value.

M/S: Johansen/Washburn Ayes: 9

X. Adjournment

Vice Chair Maglalang adjourned the meeting at 8:55 p.m. to the January 5, 2000, meeting at the Milpitas Community Center, Room 7/8.

Respectfully submitted,

Ali R. Schneider, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
November 3, 1999**

I. Call to Order and Roll Call

Chair Mandal called the meeting to order at 7:00 p.m. Present were Commissioners Desai , Maglalang, Lalwani, Cook, Garcia, Pham, Polanski and Mandal.

Alternates present were Johansen and Ortiz, Jr.

Absent: Ilorete, Washburn and Robinson

II. Seating of Alternates

Alternates Johansen and Ortiz, Jr. were seated.

III. Pledge of Allegiance

Chair Mandal led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Desai, Polanski Ayes: 9

Absent: 1 (Ortiz, 7:05)

V. Approval of Minutes

MOTION to approve the Minutes of October 6, 1999.

M/S: Lalwani, Cook Ayes: 8

Absent: 1 (Ortiz 7:05)

Abstain: 1 (Polanski)

VI. Announcements

Staff James Lindsay announced that the City Council has found an opportunity for the CAC to assist with the education and implementation of the Neighborhood Beautification Ordinance as follows; development of the Neighborhood Beautification Awards Program, hosting a community meeting on February 2, 2000, to kick off the effective date of the Ordinance, and hosting a booth at the upcoming proposed Arbor Day special event as well as other City special events. He also announced a Recreation Vehicle Community Meeting to be held on Monday, November 8, 1999, at the Milpitas Police Department Community Room at 7:00p.m. The City Council will review this item at their November 16, 1999, meeting as a public hearing.

Commissioner Polanski stated she missed the October meeting due to her attendance at the Silicon Manufacturing Group Seminar on October 6, 1999. She stated this was a very informative seminar.

Chair Mandal stated he attended the October 23, neighborhood clean up event sponsored by the City of Milpitas and BFI. He expressed his concern with the small amount of people who attended as well as the neighborhood that was chosen. He also expressed his interest in having the Commission volunteer to clean up a neighborhood in the future.

Vice Chair Maglalang gave a brief presentation to the Commission regarding the history of the Mayflower and how it relates to the upcoming Thanksgiving holiday.

VII. Citizens Forum

Chair Mandal invited members of the audience to address the Commission on any item not on the agenda.

Sam Robinson 445 Oliver Street, expressed his support for a strong Mayor council government.

VIII. Liaison Reports

. City Council

Mr. Lindsay gave a brief summary of the City Council actions at its meeting of November 2, 1999, for Councilmember Jose Esteves:

- City Council public hearing to be held on November 16, 1999, regarding Recreation Vehicles.
- 20% of City Hall design completed and relocation for approximately 18 months will occur in March or April 2000.
- City Council approved a temporary moratorium for specific uses in the Midtown Plan. Public hearing to be held on November 16, 1999.
- Street Sweeping, no parking issue has been referred to the CAC and will possibly be presented at the December meeting.
- Dedication of the Milpitas Police Community Room to former Police Chief James Murray will be held November 7, 1999, at 7a.m.

b. Planning Commission

Planning Commissioner, Gurdev Sandhu introduced himself to the Commission and gave a brief summary of the most recent Planning Commission items.

IX. Public Hearings

. Review of Community Development Block Grant (CDBG) Funding Priorities for FY 1999-2001

Ms. Anaya reviewed the item for the Commission along with the current priorities.

Commissioner Garcia questioned how often the City reviews the 5 year Consolidated Plan. Ms. Anaya responded that the City is required to review and submit a 1 year Action Plan.

MOTION to open the public hearing.

M/S: Polanski, Ortiz Ayes: 10

Andre Burnett - Social Advocates for Youth Outreach Director, stated this is the second year the program has been in Milpitas and that there are

thirteen (13) Safe Place sites in Milpitas and half of which are City facilities. He also thanked the Commission for their support and asked them to continue supporting youth services.

Gary Taylor - Milpitas Food Pantry, commended the City and staff for the process used and suggested the Commission continue with the current process.

Donna DiMinico - Catholic Charities, Long Term Care Ombudsman Program, thanked the Commission for their continued support and hopes they will continue to support seniors. She also announced that the County Adult Protective Services has expanded its services to include seniors in elderly facilities.

MOTION to close the public hearing.

M/S: Polanski, Johansen Ayes: 10

M/S: Maglalang, Polanski

Commissioner Garcia questioned staff what percentage of money was given to each public service priority. Ms. Anaya explained that this information is disseminated to the Commission during the funding cycle on a yearly basis. Commissioner Garcia expressed concern with determining priorities for a five-year commitment. Several Commissioners expressed the same concern. Commissioner Maglalang clarified that tonight's motion is based on the priorities not the specific grants or recipients.

M/S: Ortiz, Polanski Ayes: 10

b. Carlo/Main Property

Mr. Lindsay reviewed the item for the Commission and presented them with a map.

MOTION to open the public hearing.

Vice Chair Maglalang stated he owns a portion of the property on S. Main Street and questioned if he could still participate. Mr. Lindsay questioned what the approximate distance was from this particular property. Mr. Lindsay advised that he was not legal counsel, however, based on legal advice previously given, he reiterated that if Commission Maglalang felt there would be a financial impact on his property due to the decision of the CAC or City Council, it would be Commissioner Maglalang's decision to step down from the dyas or not. Mr. Ortiz, Jr. stated he also owns two properties on Main Street and explained he abstains from any votes and his comments and discussion are public.

Abdul Varela, 2120 N Milpitas Blvd.- introduced himself and distributed a packet to the Commission. He stated he was representing the MCM,

Muslim Community of Milpitas. He explained the MCM has operated a community center at 90 Dempsey Road for the past two years and services about 50 families within the community. The MCM would like to develop a larger community center on the parcel of land at Carlo and Main. He explained the community center's current activities available and stated this would allow for expansion for further community activities and betterment of the community of Milpitas.

Mohammed Husain, Vice Chair of MCM - explained to the Commission that tonight's plan is written, however, they would be happy to hire an architect to develop further plans. He further explained the placement of activities on the different levels of the proposed building.

Commissioner Polanski questioned how many people would utilize the facility at one time. Abdul Valera stated only 10-15 people at a time. Commissioner Desai questioned how only 10-15 people would utilize the facility when the MCM is such a large group in the community. Mr. Valera stated it would only be for the Milpitas Community.

Rob Means, 1421 Yellowstone - explained he has no particular recommendation, however, reviewed the current proposal for acquisition and suggested the City and the perspective buyer develop an agreement to maintain the aesthetics and allow driveway access for the business. He also stated for long term interest, he would like to see the City retain the property.

Bob Olinger, 89 S. Main Street - stated he has been on Main Street for over 30 years and would like to see the City retain the property. He explained this parcel is almost the center of the City and it would ideally serve as an out of town tourist area with a vision board and computerized system with information about the City. He also recommended the City acquire additional land to accommodate parking to allow for a walking Main Street. He suggested a license to be issued for use by the perspective buyer, rather than selling.

Javed Mohammed, 832 Russell Lane - stated the long term interest of the City is the diverse community as well as the business community. Requested the Commission give the MCM group consideration for use of the land.

Ray Maglalang, 1191 Acadia Avenue - expressed his interest in maintaining the City owned property that may be the future entrance to the downtown area, a park, or a monument. He strongly suggested not to sell the property and to consider it as part of the Neighborhood Beautification program.

Dr. Dale Minken, 755 Milpitas Blvd. - stated that he has already submitted plans to the Planning Commission. He stated his intent for the property is

to maintain and upgrade the aesthetics and to also allow for a safer entrance and exit which would utilize the most western portion of the property. He explained the entrance and exit would allow traffic to leave the facility entering Carlo Street rather than Main Street. He clarified that the property would not be used to enlarge his office, rather to improve the aesthetics and to gain a safer route to enter and exit. He stated he has been a business renter for over 10 years and would agree to placing a plaque on the property his the City chose to do so.

Resident, 567 S. Park Victoria - stated the MCM group would only be utilizing half of the land to build and the remainder of the space would be for parking and landscaping.

MOTION to close the public hearing.

M/S: Lalwani, Desai Ayes: 10

Chair Mandal questioned how the City would allow for the MCM group to use the property. Mr. Lindsay explained the City cannot give the property away, the MCM would have to request acquisition from the City Council. Commissioner Polanski expressed concern with the MCM plan. She stated she has a strong interest in open space and would not like to see a building placed on this property. She questioned staff if this property is included in the Midtown Plan. Mr. Lindsay reviewed the boundaries of the Midtown Plan for the Commission. Commissioner Polanski recommended not selling the property or building on the property, however she may consider a lease or landscape agreement until a complete plan is developed for the Midtown Plan.

MOTION to keep the property and decide later how to develop.

M/S: Lalwani, Pham

Commissioner Johansen stated she agreed with what is being discussed and encouraged the MCM to look for another location within the City. She explained she would like to see the City maintain the property and keep it as open space.

Commissioner Garcia questioned if it is possible to sell a portion of the land for ingress and egress. Mr. Lindsay explained there are several ways to allow access to Carlo, an agreement, selling a portion or an access easement which have all been discussed this evening. Commissioner Polanski stated she is in agreement with the motion, however she would like to add to not develop the property until the entire Midtown Plan has been approved. Commissioner Lalwani stated she would like to keep the motion as stated and thanked the MCM for their proposal and encouraged them to build on another property in Milpitas.

Commissioner Polanski explained that she would like to recommend to the

City Council to maintain the property as open space. Commissioner Lalwani agreed to amend the motion.

MOTION to recommend to the City Council to retain the property and keep as open space.

Commissioner Garcia questioned the Commission if they should include recommending approval for ingress and egress for the Dental office. Mr. Lindsay explained if the Commission desires, they can choose to amend the motion to include approval of access. Commissioner Cook expressed support for the motion as it was previously stated.

VOTE ON MOTION: Ayes: 8
Abstain: 2 (Ortiz Jr., Maglalang)

X. New Business

. Holiday Social

Mr. Lindsay announced that the City will be providing dessert, beverages and will be sending out invitations to all Commissioners. He also reminded the Commission the event is a potluck and requested the Commission to provide a dish for the date selected.

MOTION to select Tuesday, November 30, 1999, at 6:30p.m.

M/S: Ortiz, Johansen Ayes: 10

XI. Old Business

. CAC Work Session

Mr. Lindsay reviewed the agenda item for the Commission. Commissioner Garcia thanked staff for the research and development of other Cities tasks and goals. He stated the information was beneficial and he would like to see the Commission have an additional work session to develop a more comprehensive list of goals and tasks. Commissioner Maglalang questioned if the greening of Milpitas was included in this work session. Mr. Lindsay stated Carol Randisi, Senior Maintenance Supervisor, was available to review the City's current Street Scape Master Plan. Ms. Randisi introduced herself and reviewed the plan for the Commission.

Commissioner Maglalang questioned why the cost of designing street medians was so high. Ms. Randisi explained the total includes plant materials, selection, recycled water designs, soil, and soil testing. Commissioner Maglalang also questioned why some residential homes of

Milpitas do not have trees. Mr. Randisi reviewed the history of the street tree program for the Commission and explained that the City's current street tree ordinance has not been strictly enforced. Commissioner Maglalang requested information regarding specific streets and intersections and how dense the trees were planted in those areas. Ms. Randisi explained the City's goal is to have the mature trees canopies touching and not overlap. Commissioners Johansen and Polanski expressed concern with the detail being discussed and suggested the Commission focus on the agenda item and then discuss the details after the work plan is developed and approved.

MOTION to adopt staff's proposed work plan and forward to the City Council for approval.

Commissioner Garcia expressed concern with the motion and would like to have an informal work session to further review the Commission's goals and tasks. Commissioner Ortiz questioned staff when the work plan must be submitted to City Council. Mr. Lindsay explained the by-laws indicate that the Commission submit a plan at the beginning of the year, however, he stated the timing could be flexible. Commissioner Ortiz suggested that Commission table the item to another meeting and develop a subcommittee to have a informal work session. Chair Mandal agreed and felt the Commission should have another meeting or informal work session before it is forwarded to City Council. Commissioner Johansen stated she would be happy to remove her motion but she stated she does not want a subcommittee to represent the entire Commission. Commissioner Polanski expressed concern with the Commission taking on too much responsibility and burning out and not following up on the goals and tasks which need dedicated participation from the Commission. Chair Mandal suggested having an informal work session at the January meeting. Commissioner Polanski suggested to check the availability of room 7 and 8 at the Community Center to allow for public input and allow for a more informal setting.

MOTION to table the work session discussion to the December meeting.

M/ Lalwani

MOTION to move the work session to the January 2000, meeting.

M/S: Ortiz, Polanski

Commissioner Lalwani withdrew her motion.

VOTE ON MOTION Ayes: 9
 Noes: 1 (Garcia)

Commissioner Maglalang questioned if Carol Randisi would be available at the January work session. Mr. Lindsay stated if the Commission would like to invite staff they can do so. Commissioner Polanski suggested developing a list of goals, forwarding to the City Council for approval and then question staff for the details. Commissioner Ortiz explained staff input may be valuable to bridge the Commission's ideas along with City programs which are already established. Mr. Lindsay suggested as previously discussed in October, the Commission could submit goals and ideas to staff prior to the January meeting to distribute at the meeting. Commissioner Johansen explained that the Commission already has a staff liaison and stated she felt if there was something they could not answer, they could get back to the Commission with an answer. Commissioner Polanski clarified that she was not at the October meeting and by the time she reviewed the minutes, the deadline to submit goals had past. Commissioner Maglalang stated he felt a work plan has already been developed and stated the Commission only needs to develop the priorities. Commissioner Cook disagreed and felt the Commission needed to review it as a whole.

b. Rescheduling of the December 1999, CAC Meeting

MOTION to cancel the December meeting.

M/S: Polanski; Ortiz

Commissioner Garcia questioned if there were any agenda items for the Commission in December. Mr. Lindsay explained there are currently two potential items, the Neighborhood Beautification Awards program and no parking during street sweeping. Commissioner Polanski stated her motion still stands and she felt these items could be handled at the January meeting. Commissioner Garcia strongly urged the Commission to hold a December meeting given the time restraints and obligation given to the Neighborhood Beautification program. Mr. Lindsay stated the Neighborhood Beautification Awards program has already been directed to the Commission from the City Council and stated it would be appropriate to hear this item at the December meeting if the Commission decides to hold one. Commissioner Polanski withdrew her motion.

MOTION to reschedule the December meeting to December 16, 1999.

M/S: Maglalang, Ortiz Jr. Ayes: 6
 Noes: 3 (Polanski, Johansen, Cook)
 Abstain: 1 (Lalwani)

XII. Adjournment

Chair Mandal adjourned the meeting at 9:35p.m. to the December 16, 1999, meeting.

Respectfully submitted,

Ali R. Schneider, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
October 6, 1999**

I. Call to Order and Roll Call

Chair Mandal called the meeting to order at 7:00 p.m. Present were Commissioners Desai , Maglalang, Lalwani, Washburn, Cook, Garcia, Pham, Iloreta and Mandal. Alternates present were Johansen, Ortiz, Jr., and Robinson. Absent: Althea Polanski

II. Seating of Alternates

Alternate Johansen was seated.

III. Pledge of Allegiance

Chair Mandal led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Cook, Desai Ayes: 10

V. Approval of Minutes

MOTION to approve the Minutes of September 1, 1999.

M/S: Johansen, Washburn Ayes: 10

VI. Announcements

Commissioner Lalwani invited the Commission to attend a town hall meeting with Congresswoman Anna Eshoo on October 17, 1999, at 11:00am in Mountain View.

Vice-Chair Maglalang congratulated Commissioner Garcia on becoming a new Commissioner. He also requested staff to agendize the Carl/Main Street corner City property to discuss the possibility of future development. He requested staff to provide logistics such as a map of the property and square footage for the discussion.

Commissioner Johansen reminded the Commission of the upcoming Rotary Casino Night to be held on Saturday, October 23, 1999.

Commissioner Robinson questioned if the City has knowledge of any programs which give assistance to battered women. Commissioner Washburn suggested

referring them to the WATCH program in Milpitas.

Chair Mandal reminded the Commission of the citywide cleanup on Saturday, October 23, 1999, at Courtland Estates. Mr. Lindsay stated he would directly contact any members interested in attending with the time of the event.

VII. Citizens Forum

Chair Mandal invited members of the audience to address the Commission on any item not on the agenda.

There were no requests.

VIII. Liaison Reports

. City Council

Councilmember Esteves gave a brief summary of the City Council actions at its meeting of October 5, 1999, as follows:

- The City is currently recruiting for City Manager, Chief Information Officer and Human Resources Director.
- The Neighborhood Beautification Ordinance was approved by the City Council and will be effective in February 2000. Staff is currently developing the education and outreach program for Council's review.
- City Hall project submitted 10% of design to City Council and the public.
- City Council reviewed the City flag policy. Staff to come back to City Council if there are any recommended changes.
- City Council approved the placement of a banner on City Hall in support of Taiwanese Earthquake victims.
- City Council discussed and approved the development of a Charter Cities task force for resident input. The task force will discuss the advantages and disadvantages and return to City Council for discussion. Appointments are available to residents and citizens and current Commissioners are welcome to apply.
- Review and approval of Y2K report. Staff assured compliance.
- City Council approved a City-wide employee diversity training and Commissioners are welcome to attend as well.
- Councilmember Esteves requested the CAC to adjourn tonight's meeting in honor of Dorothy Wood, previous Senior Advisory Commissioner.

Chair Mandal requested a moment of silence in honor of Dorothy Wood. Commissioner Robinson questioned if the low interest loans given to the

previous City Manager and Chief Information Officer will be paid back to the City. Councilmember Esteves stated the policy requires them to pay it back within 60 days of resignation. Commissioner Robinson also questioned how the City plans to reimburse the tobacco tax money. Councilmember Esteves stated he is not familiar with this item. Commissioner Johansen suggested he contact the City, as this is not CAC regular business.

b. Planning Commission

Planning Commissioner, Dem Nitafan distributed a Planning Commission Report to the Commission and reviewed a few of the key items on the report. He also announced this would be his last meeting to give the update and explained another Commissioner will be attending next months meeting. Planning Commissioner Evelyn Chua was also in attendance and reviewed a few additional items for the Commission.

IX. Old Business

. Neighborhood Beautification Ordinance - Update

Mr. Lindsay reviewed the item for the Commission. Vice Chair Maglalang requested the chair to reconsider the Commission's involvement in the upcoming education and implementation of the Ordinance.

MOTION to create a sub-committee to include the CAC in the upcoming Education and Implementation strategy.

Mr. Lindsay explained if the Commission would like to play an active role within the implementation of the Ordinance, staff will forward the Commission's interest on to the City Council during their presentation on October 19, 1999. Commissioner Maglalang explained he would like to see the CAC have an opportunity to contribute to the implementation since the project originated with them. He stated staff will take the lead, however, the CAC will have an opportunity to give input.

M/S: Maglalang, Lalwani

Commissioner Johansen suggested the CAC express their desire to be considered by the City Council and staff as another resource for the implementation process. She explained she would like to see the CAC involved, however, not to oversee the entire process. Commissioner Desai explained he felt this is a job for staff and if they need assistance from the CAC, the Commission will be available. Commissioner Washburn and Commissioner Lalwani suggested letting Council know they are interested in the involvement of the Ordinance. Commissioner Robinson informed the Commission according to the CAC bylaws that they have the right to develop a sub-committee. Commissioner Maglalang restated the motion for the Commission.

VOTE ON MOTION Ayes: 6 (Pham, Maglalang, Mandal, Garcia,
Lalwani, Iloreto)
Noes: 2 (Desai, Cook)
Abstentions: 2 (Washburn, Johansen)

b. Review of CAC Goals

Mr. Lindsay announced this item was placed on the agenda at the Chair's request and he reviewed the item for the Commission. He suggested the CAC review the goals and if necessary to modify them either at tonight's meeting or at a future meeting.

Commissioner Iloreto stated he felt the list submitted is adequate. Commissioner Garcia expressed concern regarding the short-term goals and the number of months which their is not much activity. He explained some of the short-term goals are activities rather than goals. Chair Mandal suggested the Commission discuss the goals this evening and make modifications as they see fit. Commissioner Maglalang explained when he developed the list for the Commission he was concerned with too many months with no activity. He distributed another list of short-term goals to the Commission. He explained he felt the on going activities are responsibilities rather than goals. Commissioner Maglalang suggested sub dividing the list into responsibilities and goals. He proposed adding the greening of Milpitas to the goals. He also suggested the CAC prioritize the goals. Chair Mandal explained the activities need to remain as goals since they are a resource of the Commission's time.

Commissioner Johansen suggested adding the Carlo/Main project suggested earlier in the meeting to the Commission's list of goals. She also suggested dividing the list of goals into tasks and goals, rather than just goals. Councilmember Esteves stated it is great the Commission is developing ideas, however, he questioned staff how the Commission should handle items that involve budgetary value. Mr. Lindsay explained the CAC would make a recommendation to the City Council for approval of a specific project and if approved, the CAC can then move forward. Councilmember Esteves suggested the Commission develop a list of goals and prioritize them. Commissioner Garcia suggested adding the following projects to the list of CAC's goals; 1) Review of the City's education programs of how processes and procedure work within the City, 2) Host and advertise an annual community meeting to hear residents concerns, 3) Direct staff to research what other CAC Commission's are doing in other cities. Commissioner Robinson suggested holding a work session on a Saturday to further develop the list of goals.

Chair Mandal requested the Commission to discuss when they should hold a work session whether they hold it on a Saturday or at a future meeting. Commissioner Iloreto explained that 2-3 years ago the CAC had a

workshop where a few City Council members attended and gave feedback to the Commission. He stated he felt this would be beneficial to the Commission in developing their goals. Councilmember Esteves suggested developing goals and then move forward with them one at a time. Chair Mandal questioned if two or three Commissioners can review the goals with City staff and return to the entire Commission to give feedback. Commissioner Johansen expressed concern with holding a work session on a Saturday due to her very busy schedule. She questioned if it is possible to hold the work session at an upcoming regularly scheduled meeting and invite the City Council to attend. Mr. Lindsay explained according to the CAC's Rules and Regulations, it states the Commission may hold a work session at a regularly scheduled meeting and may include the City Council, however, it is subject to Council approval. He stated this would be something we would need to forward up to the City Council. Commissioner Johansen suggested holding a work session at the November meeting and would like to see the work session held with all of the Commission as a whole rather than a sub-committee. She also suggested having the Commission do some research and develop goals to bring back to contribute to the work session. Chair Mandal stated the CAC will also need staff input and direction to assist in the work session. Commissioner Lalwani questioned staff how far should the Commission go in developing goals before getting Council approval. Mr. Lindsay explained the process of recommending projects to the City Council for approval. Councilmember Esteves stated the Council may approve or not approve a project, however, it is worth the risk of asking. He also expressed concern with time constraints regarding the Carlo/Main project. He explained a neighboring property owner is pursuing the purchase of the lot and the Commission may want to decide to move forward with a recommendation to staff tonight to notify the Council of their interest.

Mr. Lindsay explained if the Commission would like to pursue this project, staff can forward the interest on to the Council.

MOTION to express the Commission's very strong interest in the City retaining the Carlo/Main property and that the CAC be involved in determining the utilization of the site.

Mr. Lindsay clarified if this is to be listed as a project for the Commission's work plan for the year 2000. Commissioner Johansen responded yes.

M/S: Johansen, Pham

Commissioner Lalwani suggested the CAC provide an alternate priority in the case that this project is not approved. Councilmember Esteves suggested only forwarding one project at this time due to the level of detail required. He explained this project only requires requesting the City to retain the property at this time. Mr. Lindsay explained the Commission can

continue to develop a work plan list and add as we move forward.

VOTE ON MOTION Ayes: 10

Mr. Lindsay explained that staff will research the issue and inform the particular parties of the Commission's interest in retaining the property, however, the actual item will not be forwarded to the City Council until the entire Commission work plan is submitted in January 2000. Commissioner Robinson questioned what other additional properties are owned by the City and suggested adding another Community Garden to the south side of the City if additional land is available. Commissioner Garcia stated that the City currently has a very full waiting list for a Community Garden and he agreed that this item could be included in the greening of Milpitas item.

Chair Mandal reviewed the items requested this evening to be included in the list of goals and suggested the Commission provide additional items to staff to develop a comprehensive list. Commissioner Garcia suggested continuing a brainstorming session with ideas and have staff assist in the development of a list. Commissioner Johansen questioned staff if the Commission could establish a date to have Commissioners submit ideas and generate a comprehensive list including staff input for discussion at the next meeting. Mr. Lindsay responded that the Commission should submit their ideas directly to him by Friday, October 15, 1999. Commissioner Maglalang requested to make a motion to include the greening of Milpitas item to the list of goals. Chair Mandal stated the Commission will develop a list and add to it at the next meeting. Commissioner Maglalang questioned if the Commission still has time for this and would like to see the Commission start slowly by adding a few items! at a time. Chair Mandal stated at the next meeting the Commission will review the comprehensive list and prioritize them as well.

MOTION to include the greening of Milpitas in the short-term goals

M/S: Maglalang, Lalwani Ayes: 10

X. New Business

. Cancellation of the December 8, 1999, meeting

Mr. Lindsay reviewed the item for the Commission.

MOTION to cancel the December 8, 1999, meeting.

M/S: Johansen, Washburn

Commissioner Garcia expressed concern with the cancellation of the meeting. Commissioner Maglalang suggested postponing the decision to cancel or reschedule until the November meeting. Mr. Lindsay reviewed three alternative dates to the Commission for their consideration.

Commissioner Johansen amended her motion to include consideration of alternative dates at the November meeting and the second agreed.

VOTE ON MOTION to cancel the December 8, 1999, meeting and consider alternative dates at the November meeting.

Ayes: 10

XI. Adjournment

Chair Mandal adjourned the meeting in memory of Dorothy Wood at 8:45p.m.to the November 3, 1999, meeting.

Respectfully submitted,

Ali R. Schneider, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
September 1, 1999**

I. Call to Order and Roll Call

Chair Mandal called the meeting to order at 7:00 p.m. Present were Commissioners Polanski, Desai (7:10pm), Maglalang, Lalwani (7:05pm), Washburn, and Mandal. Alternates present were Garcia, Johansen, Ortiz, Jr. (7:15pm) and Robinson (7:50pm). Absent: Cook, Iloreto, Pham, Managbanag

II. Seating of Alternates

Alternates Garcia and Johansen were seated.

III. Pledge of Allegiance

Chair Mandal led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Maglalang, Washburn Ayes: 6

Absent: (Cook, Iloreto, Pham, Managbanag, Lalwani, Desai, Ortiz, Jr., Robinson)

V. Approval of Minutes

MOTION to approve the Minutes of July 21, 1999.

M/S: Washburn, Polanski Ayes: 6

Commissioner Lalwani and Desai arrived.

VI. Announcements

Commissioner Polanski announced that she attended the City calendar sub-committee meeting on August 19, 1999, and thanked staff for a job well

done. She also announced the Milpitas Unified School District begins school on Tuesday, September 7, 1999, with the exception of Pomeroy Elementary school. She explained there has been an unavoidable delay with remodeling and the school will not be available for teachers and students until Monday, September 13, 1999. She further explained the delay was due to a lack of skilled workers and the school day will be increased to accommodate the days missed.

Vice-Chair Maglalang invited all of the Commissioners to a "Neighborhood Night Out" to be held in his Parktown neighborhood on September 2, 1999, from 6-9p.m.

Chair Mandal announced the resignation of Commissioner Managbanag. He explained Commissioner Managbanag recently moved out of the area and has submitted a letter of resignation.

Commissioner Ortiz Jr. arrived.

VII. Citizens Forum

Chair Mandal invited members of the audience to address the Commission on any item not on the agenda.

There were no requests.

VIII. Liaison Reports

. City Council

Councilmember Esteves gave a brief summary of the City Council actions at its meeting of August 17, 1999, as follows:

- City Manager, Greg Larson resigned and the Assistant City Manager, June Catalano will replace him in the interim.
- New Fire Chief appointed - Bill Weisgerber.
- Chief Information Officer, Liza Lowery has accepted a transfer to the City and County of San Francisco and will be leaving the City as well.
- Cable Channel 6 will be changed to Cable Channel 15. Please advise members of the Community.
- The City Hall project was presented to staff for feedback.
- The Milpitas Sports Center construction drawings are approximately 90% complete and construction is tentatively scheduled to start in January 2000.
- On September 3, 1999, door hangers will be distributed to all residents for Pollution Prevention Week, September 20 - September 26, 1999.
- Neighborhood Beatification Ordinance was presented to City

Council on August 17, 1999, and a sub-committee of Councilmembers Dixon and Esteves was created to further review the Ordinance. The Ordinance will return to the City Council for approval on September 7, 1999. He also thanked the Commission for all of their efforts and for those Commissioners who attended the City Council meeting as well.

- The City is currently starting renovation of the DeVries property for additional facilities for Milpitas Senior Citizens.

b. Planning Commission

Planning Commissioner, Dem Nitafan distributed a Planning Commission Report to the Commission and reviewed a few of the key items on the report.

IX. New Business

. City/BFI Yard Trimmings Recycling Program Fall Event

The City of Milpitas requires its solid waste contractor, BFI, to conduct a fall event to promote the Yard Trimmings Recycling Program. Last year, at the direction of the Commission, the City and BFI conducted a "neighborhood clean up event" in Milford Village on Sat., October 24, 1998. A similar event is proposed for Saturday, October 23, 1999, to coincide with National, "Make a Difference Day." This event offers placement of debris boxes for free disposal and distribution of compost bags, recycling information and giveaway items.

The Commission was requested to select a neighborhood for this event because of its involvement with neighborhood beautification. Included in the agenda packet was a listing of three neighborhoods identified by staff that could benefit from this free service. The selection criteria is a three-square-block area serviced by the Yard Trimmings Recycling program (single family, duplex and triplex homes). Staff recommended Courtland Estates for this year's program.

Leslie Stobbe, Public Information Specialist introduced herself and reviewed the item for the Commission. She also introduced Cheryl Golden, BFI.

Commissioner Ortiz questioned if the event is staffed by the City or BFI and how many people will be involved. Ms. Stobbe stated it is a joint event and will involve a minimum of twelve people total, however, the City will try to recruit volunteers as well. Chair Mandal questioned why Courtland Estates was selected over Fairhill. Ms. Stobbe introduced Gloria Anaya, Senior Housing and Neighborhood Preservation Specialist and referred the question to her. Ms. Anaya explained staff reviewed the areas based on the number of complaints received in the last few years. Commissioner Desai questioned what the total burden would be on the City by holding this type

of event. Ms. Stobbe explained the burden to the City would be the cost of staff time, which is already allocated for, however, the benefit to the City is this event is a contracted event and the City will not have to pay the disposal fee. She added the City will also try to defer staff costs by utilizing the City's Volunteer program.

Commissioner Polanski said she thought the event is excellent and would hope the Council could complete more than one neighborhood per year. She also stated the Youth Commission was interested in volunteer opportunities and they may be interested in this type of event.

Commissioner Ortiz questioned if Courtland Estates has a neighborhood association. Ms. Anaya responded no, the City currently has a list of associations and they are not included.

MOTION to select the Courtland Estates neighborhood for the clean up event on Saturday, October 23, 1999.

M/S: Ortiz, Polanski Ayes: 9

Absent: (Iloreta, Managbanag, Robinson, Pham, Cook)

X. Old Business

. Noise

At the May 5, 1999, CAC meeting, the Commission requested staff to agendaize the City's current noise abatement process for review. A staff report and a copy of the ordinance related to noise abatement within the Municipal Code (MMC V-213) was included in the Commission's agenda packet.

Ali Schneider, Neighborhood Preservation Office Specialist reviewed the report for the Commission.

Commissioner Robinson arrived.

Commissioner Lalwani stated she felt this entire topic was brought up by resident Shaishav Vahia and he is currently out of town and unable to attend this evening. She explained Mr. Vahia has some particular problems in his neighborhood with a loud band playing next door. She questioned how staff handles such specific situations. Gloria Anaya, Senior Housing and Neighborhood Preservation Specialist explained that staff would go out and talk to both residents and help resolve the situation. She also explained the outcome of the Vahia complaint and stated the neighbors in this instance are trying to be accommodating and cooperative. Sergeant Candalaria also added that the Police Department has responded several times to the same complaint and officers have indicated that they have worked very closely with both neighbors and have come up with a solution. He also stated officers have monitored the noise coming from the

neighbor's garage while closed and they have not found it to be disruptive to neighbors.

Chair Mandal explained Mr. Vahia has attended several meetings and Mr. Mandal believes he is not satisfied with the action taken. He stated according to the staff report it appears other cities have tighter control over noise due to the use of decibel meters. Sergeant Candalaria explained the current noise ordinance does not address decibel levels. Chair Mandal stated he felt the Ordinance should be tightened up to compare with other cities. Sergeant Candalaria explained to the Commission that during the daytime hours the Police Department currently utilizes the State of California Penal Code. He stated according to the Police files and records, the District Attorney's office has not filed a complaint for that type of crime in Milpitas for five years or more.

Vice-Chair Maglalang questioned how the 6% total number of noise complaints were quantified; difference between the Municipal Code and Penal Code; and where do barking dogs fall into this Ordinance. Sergeant Candalaria explained barking dogs is a completely different section of the Municipal Code. James Lindsay, Associate Planner explained the estimated calls for service for last fiscal year was approximately 30,000 and approximately 2,000 were classified as noise disturbance calls. Ms. Anaya also added that Code Enforcement had a total of 1,465 complaints last fiscal year and only 17 were noise related.

Commissioner Johansen questioned how daytime noise such as day cares is handled. Sergeant Candalaria explained the California Penal Code would be used to monitor the situation. Ms. Anaya explained staff is currently addressing this specific case. Commissioner Desai stated he feels a decibel meter would help further clarify the Ordinance rather than relying on individual officers opinions.

Commissioner Polanski questioned staff if the residents concerned about noise were notified of this meeting. Mr. Lindsay stated yes. Commissioner Polanski questioned Sergeant Candalaria if a 24-hour noise ordinance would assist the Police with enforcement. Sergeant Candalaria explained he felt along with other members of the Police administration that the current codes that Police utilizes are effective. He explained that approximately 1 out every 400-500 reported noise complaints result in issuance of a citation. He explained these cases are normally handled by the officer's presence and mediation techniques. Commissioner Polanski questioned if there is a state mandated decibel level. Mr. Lindsay stated no, and explained that there are specific standards for land use issues such as Community Noise levels as stated in the City's General Plan. Commissioner Polanski also explained it may be very difficult to monitor noise. She stated that by the time staff gets out to the location to evaluate the noise, it may already be gone. Sergeant Candalaria explained

when the Police Department arrives after a complaint has been reported, they will investigate even if the noise is no longer there.

Commissioner Garcia stated he felt the item to be addressed should be noise pollution rather than specific instances. He stated he felt the alarm portion of the noise abatement process was very detailed and feels the noise portion is somewhat vague. He also stated he was pleased to hear that there are standards in the state and felt it needs to be addressed in the Ordinance. Mr. Lindsay explained the General Plan does include a noise element and within the noise element there are standards for land uses. He stated existing residents can reference the General Plan and anticipate what projected noise levels will be in a specific area. Commissioner Garcia stated specificity needs to be included in the Ordinance. He also questioned how complainant privacy is protected. Ms. Anaya explained each caller is given the option of remaining anonymous. Sergeant Candalaria also stated the same, however, if prosecution is desired and the case proceeds through the court system, the defendant would then have the opportunity to confront the complainant.

Commissioner Lalwani left the meeting.

Mr. Lindsay explained to the Commission that the City is currently receiving noise complaints and will always continue to do so, however, the question for the Commission is are the tools staff currently has effective in mitigating the City's current level of noise complaints. Commissioner Polanski stated according to the staff report, only 6% of calls for service are noise related and only 2% result in citations. She stated the Commission may want to recommend to City Council to revisit this issue if the problem escalates to a higher percentage and then consider amending the noise ordinance. Commissioner Desai strongly suggested decibel levels be included in the Ordinance.

MOTION to recommend to the City Council that the existing Noise Abatement Ordinance is effective and that no further action be taken.

M/S: Washburn, Ortiz

Commissioner Johansen stated she agreed with Commissioner Polanski and feels the current Ordinance is adequate.

Vice-Chair Maglalang stated according to the staff report, 6% of calls were received for noise complaints for last fiscal year. He explained that out of 365 days, the City is issuing 6 citations per day. Mr. Lindsay clarified that the 6% is the number of calls for service, not citations. He added only 2% or less of service calls receive citations and that is normally after repeat violations. Commissioner Ortiz stated the more the Commission narrows the focus and detail of the Ordinance, the more residents will resist it. Commissioner Garcia stated he would like more specifics and feels the

Ordinance is much too vague. He also explained the Police need more modern tools to enforce the code.

Chair Mandal stated he is not in favor of adding lots of rules, however, feels some specifics are needed. Commissioner Polanski stated each individual person has different tolerance levels. She stated she agrees with the motion and calculated from the staff report that only 36-40 citations are issued a year and does not see the necessity for amending the Ordinance.

Commissioner Robinson explained that the technology is available for decibels, however, felt neighbors should be able to resolve noise issues amongst one another and not have the City interfere.

VOTE ON MOTION

Ayes: 5 (Polanski, Washburn, Johansen, Ortiz, Robinson)

Noes: 4 (Desai, Maglalang, Garcia, Mandal)

XI. Adjournment

The meeting was adjourned at 8:25p.m.to the October 6, 1999, meeting.

Respectfully submitted,
Ali R. Schneider, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
July 21, 1999**

I. Call to Order and Roll Call

Chair Mandal called the meeting to order at 7:00 p.m. Present were Commissioners Polanski, Iloreta, Pham, Desai, Maglalang, Lalwani, Washburn, and Mandal. Alternates present were Garcia, Robinson, Ortiz, Jr. and Johansen. Absent: Cook and Managbanag

II. Seating of Alternates

Alternates Garcia and Johansen were seated.

III. Pledge of Allegiance

Chair Mandal led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Washburn, Polanski Ayes: 10

V. Approval of Minutes

MOTION to approve the Minutes of June 2, 1999.

M/S: Desai, Washburn Ayes: 10

VI. Announcements

Commissioner Lalwani invited everyone to attend a Multi-Cultural Conference, "Many Origins, One Family", on August 20, 1999, hosted by Santa Clara County.

VII. Citizens Forum

Chair Mandal invited members of the audience to address the Commission on any item not on the agenda.

There were no requests.

VIII. Liaison Reports

. City Council

Councilmember Esteves gave a brief summary of the City Council actions at its meeting of July 6, 1999, as follows:

- City Hall Project Update; selected an architect, a project manager and held a public meeting for residents input on July 10, 1999. He invited everyone to attend the next City Council meeting of August 3, 1999, regarding this item.
- Announced the upcoming Chamber of Commerce Summer Festival will be held August 14 & 15, 1999, and at a new location on Milpitas Boulevard between the intersections of Turquoise and Los Coches.
- Announced the City is developing a Child Care Program for toddlers to age 12 for providers as well as schools. If interested, please contact the City or Toby Librante.

b. Planning Commission

Chair Mandal welcomed and introduced Planning Commissioner Dem Nitafan to the Commission.

Planning Commissioner, Dem Nitafan distributed a Planning Commission Report to the Commission and reviewed a few of the key items on the report.

IX. Old Business

Public Hearing

. Review Proposed Community Preservation Ordinance

Included in the Commission's packet was a copy of the revised Community

Preservation Ordinance. The City Council reviewed the draft of the Ordinance at their May 18, 1999, meeting and made recommendations and suggested that the revised draft be sent back to the CAC for review and comment prior to returning to the Council. The Council will be reviewing the revised draft Community Preservation Ordinance on August 17, 1999.

Valerie Barone, Planning Director introduced herself and reviewed the staff presentation for the Commission.

Commissioner Mandal questioned how the Ordinance was distributed to the public. Ms. Barone stated the Ordinance was posted on the City Web Site, available at all City public facilities and mailed to all residents requesting copies. Commissioner Johansen questioned staff if the all of the legal aspects of the Ordinance have been considered for legal challenge. Patrick Whitnell, Assistant City Attorney stated the City Attorney's office drafted the Ordinance and made the revisions. He stated the Attorney's office is very confident if there were a legal challenge to the Ordinance, it would prevail.

Commissioner Desai questioned the number of inquiries on the City Web site for the revised draft of the Ordinance. Ms. Barone explained she did not know the answer to that question. Attorney Whitnell stated the City has received a number of comments on previous versions of the Ordinance, which clearly indicates the City Web site, is being accessed. Commissioner Maglalang questioned after the approval from the City Council, how long will it take to educate the public. Ms. Barone explained staff is still in the process of developing a plan. Attorney Whitnell stated staff will be recommending a delay in the effective date of the Ordinance to give the City the opportunity to educate the community of the Ordinance. Commissioner Maglalang questioned if the implementation plan will come back to the Commission for approval. Ms. Barone explained at this time, the Council will provide the resources necessary to implement the strategies that they believe are most critical for the !!! Community Preservation Ordinance.

Chair Mandal opened the public hearing.

Elsa Rodriguez, 137 N. Gadsden Drive, has lived in Milpitas for over 20 years and has been involved in this process. She stated she would like to see this process speed up before the City looks like the dump.

Gurdev Sandhu, 487 Bayview Park Drive, stated he is a Planning Commissioner but is here today to speak as a citizen of Milpitas; feels the citizens have the right to make Milpitas the most beautiful City of America; resident for the last 15 years and the City has changed and feels it is time for better change to maintain a quality of life.

Steve Soriano, 370 Coelho Street, suggested renaming the Ordinance to,

Neighborhood Preservation Ordinance; expressed concern with the 15 days to comply, felt this is not enough time.

Mike Novotony, 36 Greentree Way, stated he is in support of the Ordinance; concerned with RV parking issue being handled by the Police Department, felt one officer was extremely overactive with enforcing very ambiguous rules; felt the Police Department has used unreasonable enforcement on the RV issue; felt the Web Page hits should be tracked and this should not be a difficult task; 15 days is an adequate amount of time for the unreasonable period of time.

Shaishav Vahia, 1523 Braly Ave., expressed disappointment with the noise issue not being addressed in the Ordinance; stated the Police Department indicated they cannot enforce the noise issue without a daytime noise Ordinance; has called Police Department over 40 times, the problem should be corrected.

Jerry Epps, 1378 Mt. Shasta, stated the statement of RV's not being allowed to park in one spot needs to be defined and would like a definition included in the Ordinance; felt parking of RV's should not be allowed on public streets; concerned with free items being placed in residents front yards; address storing of garbage on property, not just what is visible from the public; would like to see staff take an active role of enforcement rather than on just a citizen complaint basis; overgrown vegetation obstruction item should also include pedestrians, not just vehicular traffic; smoke does not need to be dense to be a nuisance, would like to see it changed to offensive rather than dense.

Ms. Barnes, 2006 Yosemite Drive, felt not cutting your lawn should not be a health, hazard and welfare issue; define the length of the required lawn; felt some items in the Ordinance were unconstitutional; would like to see further clarification of other Ordinances referred to in this Ordinance; objects to burning wood in the fire place and feels it is detrimental to the environment; suggested clarifying language on page 9, item 4, felt the sentence was unclear.

Roy Urbach, 406 Falcato Drive, stated he is in favor of a nice looking City, however feels the Ordinance goes to far and allows neighbors to be hostile towards each other; much improved from previous versions; would like the neighborhood to look good but it is not always the highest priority in life; concerned that low and moderate income residents will be hurt the most; 15 days is far to short; all fences sag; who decides if paint is cracking or an awning is to faded; concerned with the limited amount of residents in attendance at the meeting, feels the City needs to do a better job of informing citizens; Ordinance should include a provision for hardships; concerned about administrative costs being absorbed by the violator, feels to vague, should be directed to chronic violators only; notices should not

be posted on the property, feels this is a form of humiliation.

David Richerson, 1920 Yosemite Drive, concerned with the absence of Steve Mattas at this meeting, would like to know if he has read this Ordinance; clarify definition of street, very unclear; Ordinance alludes that everyone is a property owner whether owner or tenant; poor legal language; does not like tying the Ordinance to neighborhood property values; would like to see the Commission not approve the Ordinance and send it back to staff for additional revisions with further detail; complimented staff for sending out the revised Ordinance in strikeout and underline format.

Neil Mackenzie, 473 Mathews Ct., president of the Sunnyhills Neighborhood Association; does not want to see the Ordinance get watered down; not all neighbors are cooperative and an Ordinance is required to assist residents; problems with inoperable cars in driveways in neighborhood which causes other cars to be parked in and around the street; City needs a strong Ordinance.

Roy Urbach, 406 Falcato Drive, stated the City may need some type of Ordinance for chronic offenders, but not an Ordinance every citizen will violate at one time or another.

Motion to close the public hearing

M/S: Lalwani/Washburn Ayes: 10

Chair Mandal thanked all of the residents who attended and expressed their concerns and appreciates their comments. Commissioner Johansen suggested to residents who spoke, to please make any corrections to the document and submit them to the City Clerk's office.

Commissioner Iloretha thanked staff for submitting an abatement procedure flow chart and stated it was very helpful for the Commission. He questioned how violations are determined and reported. Ms. Barone responded that a City staff person will determine if the issue reported is a violation and the City currently responds by a citizen complaint basis. She stated staff is pro-active on health and safety issues and a few other specific Ordinances throughout the City. Commissioner Iloretha questioned if the City will need additional resources to implement the Ordinance. Mr. Whitnell explained the City Council has expressed concern that they do not want the Ordinance to be enforced on merely a complaint basis. He stated staff will be looking very closely on how we will enforce this Ordinance. Ms. Barone stated staff is currently researching the resource needs for additional staff in terms of how we enforce the Ordinance. She explained there are three key components, education! ! ! , outreach and enforcement.

Commissioner Garcia asked if it would be appropriate to include a purpose statement in the Ordinance. Mr. Whitnell stated yes, it is appropriate and

suggested submitting language that the Commission would like to see incorporated in the Ordinance. Commissioner Garcia distributed a purpose statement to the Commission for review. He also recommended including a definition for the term nuisance. Mr. Whitnell explained there is a general definition in the Civil Code and this Ordinance defines what is considered to be a nuisance verses a violation. Commissioner Garcia stated 2.01, A, the term unlawful appears, however, it is not parallel with any of the other terms used throughout the Ordinance. He also asked for a definition for the term vectors. Mr. Whitnell stated staff will include a definition. Commissioner Garcia suggested including waxing of cars under the parking limitations item. He also corrected page 9, item K needs to be item J. He explained the word immediate ! ! ! hazard or obstruction; felt the word immediate is vague and would like more precision. Mr. Whitnell explained this item was intentionally written this way to rely on professional judgment

Commissioner Lalwani stated she was disappointed in the small amount of attendance. She questioned staff how the meeting was advertised. Ms. Barone explained the public hearing was advertised in the Milpitas Post two weeks in a row as well as sending direct notices to the public speakers at the previous City Council and CAC meetings. Commissioner Lalwani stated she does not feel this Ordinance will turn neighbors against neighbors and she explained we are doing this for the general good. She also stated if the Police Department spent all of their time enforcing a Community Preservation Ordinance they would not have time to complete their real work. Commissioner Lalwani expressed the Ordinance cannot wait to make it perfect, however, it is not set in stone and can be amended at a later time.

Commissioner Johansen stated the Ordinance will provide a way to abate problems without neighbors disputing. She also clarified neighbors will always have a difference in opinion. Commissioner Johansen suggested not including the noise ordinance in this Ordinance, explaining it will be more powerful if it is separated. She questioned if the Recreation Vehicle Ordinance is separate from the Community Preservation Ordinance. Ms. Barone explained the City Council directed staff to address RV parking on street separately and come back with a recommendation. Mr. Whitnell commented that the RV Ordinance will be brought back to the first City Council meeting of September. Commissioner Johansen questioned if the City could track how many hits the City Web site receives for the Community Preservation Ordinance. Ms. Barone explained she will find out if the City has the capability to track the number of hits and if not she will suggest the City pursue this option. She added she ! ! ! will report back to the Commission about this issue.

Vice-Chair Maglalang thanked everyone for coming and participating. He questioned why the relocation of tenants item was taken out of the

Ordinance. Mr. Whitnell explained this item was removed due to the ability under State Law to require a landlord to pay for the relocation of tenants. Vice-Chair Maglalang suggested giving extensive training to the residents to make them aware of the new Ordinance by way of advertisements, fliers, seminars and Cable TV. He stated education of the Ordinance is the key to the success. Vice-Chair Maglalang also suggested including a hardship provision for residents. He suggested the name Community Beautification Ordinance.

Chair Mandal questioned what type of programs help those in hardship. Ms. Barone reviewed the memo distributed to the Commission drafted by Gloria Anaya, Senior Housing and Neighborhood Preservation Specialist. She explained the goal is to make improvements accessible to all. Chair Mandal stated he would like the other Ordinances referred to in this Ordinance clarified. Ms. Barone explained through the education process this will be clarified, however, staff hesitates to include the entire Ordinances in the new Ordinance. She stated staff has much more readable materials to use for the education process for the public. Chair Mandal questioned if the Ordinance will address the free items in front yard or driveways. Mr. Whitnell stated it is addressed under outdoor storage, depending on how long it is in public view.

Commissioner Washburn stated she agrees with Neighborhood Preservation as a new name for the Ordinance. She also expressed she felt 15 days was an ample amount of time for the unreasonable period of time. Commissioner Washburn reviewed the background of the Community Meetings held over the past several months which clarified and began the process of the Ordinance. She stated these meetings were well attended. She also questioned what size camper shell was being referred to in the Ordinance. Mr. Whitnell explained a camper shell is not limited to size but defined by use. Commissioner Washburn stated she felt the pooled gas or oil issue should be addressed from a health aspect. She also expressed the importance for adopting this Ordinance. She stated this Commission has been working on this for several years and explained it is not intended to hurt neighbors rather help them.

Commissioner Polanski thanked everyone who spoke and attended all of the other meetings. She announced this Ordinance will also be going to the City Council on August 17, 1999, and the public will have another opportunity to address this issue. She stated she was happy with most of the changes and believes the City does need an Ordinance. Commissioner Polanski announced the CAC will be reviewing the City's current noise Ordinance and it will be agendaized at a future meeting. She stated she believes the name should be changed to include neighborhood, pride and beautification. She explained the word preservation means to preserve and she felt it is not suitable when referring to current neighborhoods in the City. Commissioner Polanski stated she appreciated the purpose statement

submitted by Commissioner Garcia and likes both of them other than the word preservation. She also expressed concern with the 15 days unreasonable period of time. She stated it is very difficult ! ! ! for someone to make the appropriate arrangements to assist with the abatement of the nuisance. Mr. Whitnell questioned Commissioner Polanski if she felt comfortable with including a clause allowing the City Manager or designee to allow additional time in certain circumstances. Commissioner Polanski stated she would like the provision to be changed to 30 days unless it is a health and safety concern. She suggested having an effective date of the new Ordinance begin on January 1, 2000. She stated this would allow ample time for education and the City could do something special for the occasion and encourage people to bring pride to their neighborhoods. She also suggested new residents moving into the City should receive a copy of the Ordinance when applying for water service. She stated she agrees the Commission should not wait to recommend approval of the Ordinance to the City Council. Commissioner Polanski requested clarification for the item unlawful outdoor storage in reg! ! ! ards to visible from the street. Mr. Whitnell stated he will tighten up the language. She also identified an error on page 5, item 5, it should read vehicle parts rather than j ust vehicle. Commissioner Polanski stated page 7, item 4, reads vectors, please define or reword; page 8, Graffiti, the sentence is unclear. Mr. Whitnell stated the words, in violation, needed to be red lined. She expressed concern with page 9, items tracked into street. She questioned if a resident tracks mud on their feet from their yard to the public street would this be a violation. Ms. Barone responded no, the mud would be gone before staff comes out to inspect. Commissioner Polanski questioned if a violation is reported and found to not be violation after mediation, would the reporting party be responsible for the cost of administrative fees. Mr. Whitnell stated legally this would be very difficult and in addition would be counter productive, this may discourage residents from reporting violations. Ms. Barone explained staff inspects all reported violations and a professional decision is made to determine the violation. She stated if staff determined a violatio! ! ! n wa s unfounded, staff would not pursue. Commissioner Polanski questioned staff where the postings on properties would be placed. Mr. Whitnell stated it would be posted on the front door. He explained the purpose of the posting is to further provide the owner with the notice. Commissioner Polanski thanked and complimented staff for revising the Ordinance.

Commissioner Desai stated he has no objections with the name of the Ordinance and explained the content is more important. He also expressed concern with smoke and would like it to read offensive rather than dense. He stated the City should have the capability to track how many people utilized the Ordinance on the City Web Site. Commissioner Desai suggested the City add a fourth step after enforcement and would like feedback on how the Ordinance is improving the City. He questioned if

this Ordinance could be charged in court. Mr. Whitnell responded anyone can challenge an Ordinance, however, he stated he felt the Ordinance could stand up to a legal challenge. Commissioner Desai questioned if a violation is considered a misdemeanor. Mr. Whitnell explained it is an infraction and may constitute a fine. Commissioner Desai questioned if there is a provision of three strikes and your out. Mr. Whitnell explained there is a provision in the Ordinance if there is a repeat violation within a two-year period the City can go to the court and ask for a fine to be tripled.

Commissioner Pham thanked the residents for attending this evening and thanked staff for revising. She stated she would like the Ordinance to move forward and felt this is long past due. She explained she would like to see the Ordinance named Neighborhood Preservation. She also agreed with 30 days rather than 15 days for the unreasonable period of time.

Commissioner Robinson stated he was not convinced that Council will pass the revised Ordinance, however, he feels the concept of the Ordinance is great. He stated for example, page 8, item H1, he does not understand what the paragraph means. He stated he supports the 30 days for unreasonable period of time. Commissioner Robinson expressed concern with what benefit the Ordinance has for lower income areas of Milpitas. He also stated 80% of the homes referred to in the Ordinance are rentals and explained the issues will fall on landlords. He stated he is opposed to sending the Ordinance to City Council at this time.

Commissioner Ortiz stated the devil is in the details and agrees the Ordinance is not ready to move forward to the City Council. He explained there should be no fear in passing an Ordinance because nothing is set in stone, everything is amendable. He also commended staff on the great job of developing and revising the Ordinance.

Ms. Barone explained several Commissioners expressed the idea tonight to have a formal monitoring process for the Commission. She agreed with this suggestion and stated staff will be sure to forward as a Commission recommendation to the City Council if they request.

Commissioner Iloreta suggested staff to add the definitions of store or storage. He felt there should be a period of time placed on this item. He also stated an unreasonable period of time should be placed in the language for the tracking of mud item on page 9. Mr. Whitnell explained the Ordinance allows for that, however, the context of that provision is addressed by this Ordinance. Commissioner Iloreta expressed concern with page 4, 2.02 does not read unreasonable period of time. Mr. Whitnell explained the difference between 2.01 and 2.02 is for public property and the City does not want to allow people to leave items on public property for the 15 or 30 day period. He stated he understands the concern and he will address it by including some additional language for further clarification.

Commissioner Iloreto stated he would like the following language clarified; the unreasonable period of time shall mean no later than 15 days implies two negatives and would like it to read a reasonable period of time would be less than 15 days and unreasonable would be more than 15 days. He also explained he would like to see the term accumulation defined in the Ordinance. Mr. Whitnell stated he would use the dictionary definition and stated if the Commission would like to include, he will add. Commissioner Iloreto suggested removing the section of Shopping Carts on page 4, A1, since this item will be addressed in a separate Ordinance. Ms. Barone suggested to the Commission to leave this item in to continue the current City policy for shopping carts. He also questioned on page 4, item 3, why is it referenced to children. Mr. Whitnell explained the purpose of this change is to clarify an attractive nuisance. He stated the purpose of specifying children is from our own experiences as children and as parents that some of these items such as abandoned refrigerators and abandoned vehicles are not recognizable to children as a hazardous condition. Commissioner Iloreto stated page 5, last paragraph, under unlawful outdoor storage there is a redundancy of vehicle parts in item 5 as well as the last paragraph. He also suggested changing the title on page 8, parking limitations to parking on lawns. Commissioner Iloreto questioned the purpose of citations and how it relates to the abatement process. Mr. Whitnell explained that this is an alternative method to the enforcement process outlined previously in staff's presentation. Ms. Barone stated a more appropriate term rather than violation should be used to describe the first step in the abatement process. Councilmember Esteves suggested using the term, alleged violation.

Ms. Barone questioned the Commission if they would like staff to identify the issues heard this evening by the Commission and then take a straw vote on the issues for the inclusion in a motion. She also stated if any issues are left out, the Commission can then identify the issue and take a vote. Ms. Barone also stated the Commission may want the more traditional approach and have one Commissioner make a motion including the issues they think are critical and respond to that.

MOTION to have staff input and incorporate all of the feedback received this evening from the public and the Commission and return the Ordinance to the Commission prior to the August 4, 1999, Community Advisory Commission meeting and vote on the Ordinance at that time.

M/S: Lalwani, Desai

Commissioner Johansen suggested having staff incorporate the input and send it to City Council now. Commissioner Lalwani questioned if the CAC votes on the Ordinance at the next CAC meeting held on August 4, 1999, would there be enough time to forward to the City Council by August 17. Ms. Barone stated it is possible, however, the toughest issue is getting the

Commission's revisions incorporated and returned prior to the meeting. Commissioner Maglalang stated he agreed with Commissioner Johansen's motion. Mr. Whitnell explained to the Commission that the August 4, meeting minutes may not be available to be forwarded to City Council due to a short turn around time for staff, however, they can prepare a brief summary of the action taken at the meeting. Commissioner Polanski stated she does not agree with the current motion on the floor. She explained she does not want all of the comments received this evening forwarded on to the City Council as a recommendation from this ! ! ! Comm ission. She also stated she is prepared to make a motion or have staff facilitate straw votes.

Commissioner Washburn suggested changing the item of outdoor storage to read dumping rather than tracking. She also questioned who is responsible for the maintenance of sidewalks and sound walls. Mr. Whitnell responded if they are private the responsibility falls on the owner, however, if it is public, the City would complete the maintenance.

Commissioner Lalwani explained to the Commission she did not intend for the Ordinance to be sent to the City Council. She stated she would like the Ordinance to return to the Commission for review at the next regularly scheduled meeting. She also stated the information received tonight was a lot, however, if staff will review the items one by one she is comfortable with that.

VOTE ON MOTION:

Ayes: 2 (Iloreta, Desai)

Noes: 8

Ms. Barone requested a 10 minute recess for staff to pull together all of the issues raised by the Commission this evening.

10 Minute Break

MOTION to hear staff's noted clarifications of tonight's important points and vote on the Ordinance tonight.

M/S: Lalwani, Mandal Ayes: 10

Ms. Barone explained that staff will read through the important items which staff has captured tonight to take a straw vote on whether the Commission supports its inclusion in the motion or not. She also added staff has noted all of the clarifications, changes to numbering and other modifications throughout the evening and will not be including those in the motion.

All in favor of including a purpose statement in the Ordinance.

Ayes: 10

Ms. Barone explained staff will work with the language submitted by Commissioner Garcia and develop a purpose statement suitable for the Ordinance.

All in favor of staff developing a purpose statement from the language submitted by Commissioner Garcia.

Ayes: 10

All in favor of changing the "Unreasonable Period of Time" from 15 days to 30 days.

Ayes: 9

Noes: 1 (Washburn)

All in favor for recommending to the City Council that the CAC be tasked with the review of the effectiveness of the Ordinance one-year from its effective date.

Ayes: 10

All in favor for recommending to the City Council support of delaying the implementation of the Ordinance to develop a strong education element to the Community.

Ayes: 10

Chair Mandal questioned if all of the detailed wording changes identified tonight will be part of staff's changes prior to submitting to the City Council. Ms. Barone stated yes, staff will try to capture all of the corrections, however, some of them may take some evaluation in relationship to state law and other provisions.

Commissioner Polanski questioned if the dense smoke item would also be clarified as a part of the changes to read offensive rather than dense and if the visible from the street item will be addressed as well. Ms. Barone stated staff has clearly heard the smoke concern and will look at the most appropriate way to address this item and bring it forward to Council. Commissioner Polanski requested a straw vote on the item.

All in favor to add more clarity to the dense smoke issue to refer to its offensiveness rather than the visibility

Ayes: 7

Noes: 3 (Mandal, Maglalang, Johansen)

Commissioner Polanski requested further clarification on the visible from the street issue. Ms. Barone explained this item will be addressed by adding or clarifying the language. Commissioner Johansen expressed concern in regards to the smoke issue. She stated if this is non-visible

smoke, it includes cooking habits and many other related items. Ms. Barone stated staff will review this item and develop the best professional recommendation to City Council. She stated they will also ensure the City Council is aware of the Commission's concerns. Ms. Barone explained the City Council has referred a wood smoke Ordinance to staff to work on and this may help further define this issue.

Commissioner Maglalang stated he would also like a provision for hardships incorporated into the motion as well.

All in favor of including a hardship provision in the Ordinance.

Ayes: 10

Commissioner Maglalang questioned if the Ordinance is targeted to residential or commercial. Ms. Barone explained it includes both residential and commercial.

MOTION to accept the results of the straw vote and forward them to the City Council as the CAC's recommendations on the Ordinance. Recommendations are as follows; include a purpose statement in the Ordinance developed by staff from the language submitted by Commissioner Garcia, change the "Unreasonable Period of Time" from 15 days to 30 days, task the CAC with the review of the effectiveness of the Ordinance one year from the effective date, support of delaying the implementation of the Ordinance to develop a strong education element to the Community, add more clarity to the dense smoke issue to refer to its offensiveness rather than the visibility and include a hardship provision in the Ordinance

M/S: Lalwani, Polanski Ayes: 10

MOTION to recommend to the City Council to rename the Community Preservation Ordinance to Neighborhood Beautification Ordinance

M/S: Lalwani, Polanski Ayes: 8 Noes: 2 (Pham, Garcia)

Ms. Barone explained since there are no critical issues to bring forward to the Commission in August and the Commission was kind enough to give up their traditional July break, the Commission may choose to cancel the August meeting.

MOTION to cancel the August meeting with a very strong recommendation for all Commissioners to attend the City Council meeting on August 17, 1999

M/S: Johansen, Mandal Ayes: 10

X. New Business

None

XI. Adjournment

The meeting was adjourned at 10:20p.m.to the September 1, 1999, meeting.

Respectfully submitted,

Ali R. Schneider, Recording Secretary

CITY OF MILPITAS COMMUNITY ADVISORY COMMISSION CITY COUNCIL CHAMBERS UNAPPROVED MINUTES June 2, 1999

I. Call to Order and Roll Call

Chair Mandal called the meeting to order at 7:00 p.m. Present were Commissioners Polanski, Iloretta, Pham, Cook, Desai, Maglalang, Managbanag, Washburn, and Mandal. Alternates present were Garcia, Robinson and Johansen.
Late: Lalwani
Absent: Ortiz, Jr.

II. Seating of Alternates

Alternate Garcia was seated.

III. Pledge of Allegiance

Chair Mandal led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Cook, Polanski Ayes: 10

V. Approval of Minutes

MOTION to approve the Minutes of May 5, 1999.

M/S: Polanski, Washburn Ayes: 9

Abstain: 1 (Desai)

VI. Announcements

Commissioner Managbanag invited the Commission to attend the Kaisahan of San Jose performance to be held on June 13, 1999, at the Milpitas Community Center at 3:00p.m. She also distributed tickets to all Commissioners in attendance.

Commissioner Maglalang distributed flyers to invite the Commission to the Inauguration of his newly renovated property on Main Street which will be held on June 8, 1999, from 3:30 p.m. to 10:00 p.m.

VII. Citizens Forum

Chair Mandal invited members of the audience to address the Commission on any

item not on the agenda.

Councilmember Esteves suggested the Commission consider including a noise ordinance in the proposed Community Preservation Ordinance due to resident concerns with this issue. Staff Reliford explained that the CAC's May 5, 1999, minutes indicate staff will bring this item back to the Commission at an appropriate time. He stated with the upcoming public hearing for the Community Preservation Ordinance, staff will return this item either in August or September.

Paula Johansen, 2060 Calle Mesa Alta expressed concern as a citizen and felt each Commissioner should read the draft Community Preservation Ordinance several times to review for limitations and vagueness.

VIII. Liaison Reports

. City Council

Councilmember Esteves gave a brief summary of the City Council actions at its meeting of June 1, 1999, as follows:

- Approved Phase II & III at Mc Carthy Ranch office development
- Thanked Commissioners Polanski, Johansen and Cook for attending the Community Preservation Ordinance Public Hearing for the City Council
- Discussed and tabled the proposed Charter City consideration
- Discussed consideration of mandating standard gas shut-off valves on residential homes and directed CEPAC for further implementation.
- Increased the amount of dump days for Milpitas residents to every Saturday with no rate increase. Council has not decided on volume and rate increase for garbage pick up.
- Recreation Vehicle Ordinance is being prepared by staff
- Discussed the Cultural Arts Support Program and referred it back to the Parks Recreation and Cultural Resources Commission to further rate applications which were denied for non-compliance of applications.
- Civic Center update; architect has been selected and currently in the process of selecting the project manager.
- Invited the Commission to attend the upcoming Filipino Fiesta on June 5, 1999, at the Milpitas Community Center starting at 2p.m. Admission is free and was made possible by a City of Milpitas grant.

Commissioner Maglalang questioned staff why there is still no Planning Commission Liaison attending the meetings. Staff Reliford stated he has contacted the Planning Commission Liaison Valerie Barone and Ms.

Barone has agendized this matter for the Planning Commission's consideration. Commissioner Polanski reminded the Commission that Planning Commissioners are volunteers and it may be difficult to find a Commissioner to attend the CAC meeting in addition to the regularly scheduled Planning Commission meetings.

IX. Old Business

. Review of CAC Community Development Block Grant (CDBG) Process and Procedure Guidelines

At its meeting on April 7, 1999, the CAC discussed a series of process and procedure guidelines that would be implemented during the review of Community Development Block Grant (CDBG) proposals for funding. The CAC provided staff with a list of suggestions and directed staff to return with the CDBG process and procedure guidelines to be reviewed and adopted at a future meeting.

Staff Reliford reviewed the item for the Commission. Chair Mandal questioned the intent of rotational questioning. Staff Reliford explained all Commissioners questions will be asked in order rather than randomly. Commissioner Iloreta suggested having a hard copy tally sheet available for Commissioners. Commissioner Polanski questioned if the random selection of presenters would be announced prior to the meeting. Staff Reliford explained the random selection will take place prior to mailing out the schedule of presenters. Commissioner Maglalang questioned if there are any CDBG guidelines for the amount of funding allocated for each applicant towards program salaries. Staff Reliford stated currently the CDBG Program does not have any limitations for salaries.

MOTION to approve the CDBG Process and Procedure Guidelines in addition to providing a tally sheet to each Commissioner prior to the meeting

M/S: Polanski, Iloreta Ayes: 10

b. Review of CAC Short and Long Term Goals

At its meeting on April 7, 1999, the CAC continued this discussion until its meeting of June 2, 1999, in order to prepare for the Community Preservation Ordinance public hearing on May 5, 1999. The short and long term goals are a series of projects and tasks that the CAC will be involved with. Staff recommended that the CAC annually review and update the short and long term goals to monitor the accomplishments of the Commission. Staff identified short term goals as those projects and tasks that can be completed within one year and long term goals as projects that can be completed beyond one year.

At its meeting on May 18, 1999, the City Council reviewed the Draft Community Preservation Ordinance and continued the matter for 60 days (July 20, 1999) in order to forward the draft ordinance back to the CAC for review of several provisions in the ordinance. Staff will be advertising a public hearing for the CAC meeting of July 7, 1999, to review the revised ordinance. The implementation plan for the Community Preservation Ordinance will not be determined by the Council until the ordinance has been acted upon by the Council.

Staff Reliford reviewed the item for the Commission. Commissioner Garcia stated he felt the City Council directed the ordinance back to the drawing board and he suggested the Commission get more involved with staff to rewrite the Ordinance. He also added he felt the CAC Commissioners were not prepared when the ordinance was brought forward to the Commission. Commissioner Maglalang explained he would like to pursue a sub-committee of CAC members to assist staff with the draft ordinance.

MOTION to develop a sub-committee to assist staff with the proposed draft Community Preservation Ordinance.

M/S Maglalang, Garcia

Commissioner Polanski stated she felt this is a complicated ordinance and she resents the comment of Commissioners not doing their homework and preparing for the ordinance. She also added her understanding of the City Council's directions was to clarify ambiguous language, resolve and define unreasonable time and also felt the ordinance did not reflect a feeling of Community pride rather had a more punitive tone.

Commissioner Lalwani explained that only the residents which opposed the Ordinance spoke at the public hearings and those who are in favor did not attend. Commissioner Desai stated he felt staff needs to rewrite and forward to the Commission for recommendations.

Chair Mandal questioned Councilmember Esteves' perspective from the City Council. Councilmember Esteves explained Council did direct the ordinance to staff to clarify language, however, he added the intent of the ordinance is derived from residents and Commissioners as well.

Commission Washburn stated she is opposed to a sub-committee and felt the entire Commission should be involved at the same level. Commissioner Cook agreed with a sub-committee, however, does not feel CAC should oversee staffs work. Commissioner Garcia would like to have a sub-committee and have the Commission's recommendations go directly to staff. He also added the ordinance needs to be more positive. Commissioner Desai stated he felt the sub-committee would not work and suggested each individual Commissioner send comments to staff.

Commissioner Robinson expressed concern with the quality of the Ordinance which was forwarded to the City Council.

VOTE ON MOTION

Ayes: 5 (Maglalang, Garcia, Iloreta, Mandal, Pham)

Noes: 5 (Desai, Polanski, Cook, Managbanag, Washburn)

Abstentions: 0

Commissioner Polanski explained to the Commission that she has all of the CAC, City Council and Community Meeting Minutes and materials to review along with the draft Community Preservation Ordinance. She added that she will review the ordinance, listen to the public input at the July 7, 1999, public hearing and make her recommendations to the Commission to be forwarded to the City Council. Commissioner Johansen reviewed several items from the Ordinance that she felt were unclear or vague and expressed the importance to review the Ordinance carefully.

Commissioner Maglalang stated he would like to have the word unreasonable time taken out of the ordinance rather than placing specific time lines. He also stated he would like to see the CAC's recommendations incorporated in the actual ordinance document rather than in a motion forwarded to City Council.

Commissioner Polanski reminded the Commission that the current item for discussion is on short and long term goals and not the draft Community Preservation Ordinance. She added this may be a violation of the Brown Act and suggested the Commission move on to discuss the item on the agenda.

MOTION to adopt the list of short and long term goals

M/S; Polanski, Washburn

Commissioner Garcia stated that the goals are rather thin and does not completely understand this Commission's purpose. Commissioner Polanski agreed with Commissioner Garcia and felt the goals would give the Commission some direction and they can be reviewed annually.

Councilmember Esteves encouraged each Commissioner to submit individual recommendations to staff and he will ensure the Commission's recommendations are included in the draft Community Preservation Ordinance prior to being forwarded to City Council for approval.

Commissioner Maglalang stated that the short term goals are required yearly action by the Commission and would prefer to see a more comprehensive list with goals which are not routine Commission action.

VOTE ON MOTION: Ayes: 10

X. New Business

None

XI. Adjournment

The meeting was adjourned at 9:05p.m.to the July 7, 1999, meeting.

Respectfully submitted,
Ali R. Schneider, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
May 5, 1999**

I. Call to Order and Roll Call

Chair Mandal called the meeting to order at 6:30 p.m. Present were Commissioners Polanski, Iloreta, Pham, Maglalang, Managbanag, Washburn, and Mandal. Alternates present were Garcia, Robinson and Johansen.

Late: Cook

Absent: Lalwani, Ortiz, Jr. and Desai

II. Seating of Alternates

Alternate Garcia, Johansen and Robinson were seated.

III. Pledge of Allegiance

Chair Mandal led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Polanski, Iloreta Ayes: 10

V. Approval of Minutes

Commissioner Maglalang stated on page 6, the last vote should read 5 Ayes and reflect no noes or abstentions were requested from Chair. He also added Staff Liaison Reliford indicated the motion died with a 5 to 5 vote due to lack of majority. Chair Mandal suggested correcting the minutes or putting forward another motion. Staff Reliford stated to correct the minutes to reflect 5 said no and the motion died for lack of majority. Commissioner Garcia apologized for not fully understanding and stated he would have abstained if asked.

MOTION to agendize this item to the next meeting and to proceed with the committee even after the Proposed Community Preservation Ordinance is approved.

M/S: Maglalang, Mandal Ayes: 8

Abstain: 2 (Polanski, Washburn)

Councilmember Esteves stated on page 2, second paragraph, first sentence, delete, not really.

MOTION to approve the Minutes of April 7, 1999, as amended.

M/S: Polanski, Washburn Ayes: 10

VI. Announcements

None

VII. Citizens Forum

Chair Mandal invited members of the audience to address the Commission on any item not on the agenda.

There were no requests.

VIII. Liaison Reports

. City Council

Councilmember Esteves gave a brief summary of the City Council actions at its meeting of May 4, 1999, as follows:

- Approved General Plan Amendment for 7.4 acre commercial site changed to multi-family near the Great Mall
- Model Wood Smoke ordinance referred to staff for further review and analysis
- Solid Waste annual rate increase approved and service changes referred to staff for additional information.
- Announced April is Diversity Month - if the Commission would like to put on a celebration or event they may want to start thinking about this for next year
- Last week was Blue Ribbon Child Care Providers Week - toured child care organizations and felt the organizations were running well
- Children's Memorial Day - Aims to prevent violence against children; sponsored by the City of Milpitas Recreation Services
- Volunteer Recognition Night was held at the Milpitas Community Center to recognize Milpitas Volunteers and also recognize the Fire Fighter of the Year

IX. Old Business

None

X. New Business

. Conferences and Workshops for FY 1999-00

At its meeting on April 7, 1999, the CAC directed staff to place this item on the agenda. The Commission wanted to discuss their budget needs for FY 1999-00. Historically, the CAC budget has not included funding to attend conferences. The CAC's proposed budget for FY 1999-00 is \$530. However, the budget allocation is for non-conference expenses. The CAC may wish to use these funds for training subject to City Council's approval.

Throughout the year, several workshops are offered by local governments, outside agencies and organizations at little or no cost. In the future, staff will provide information and brochures regarding various workshops to the Commission.

Included in the CAC agenda packet was the Council's Resolution regarding a conference policy for Boards, Commissions and Committees of the City of Milpitas.

Staff Liaison Reliford reviewed the item for the Commission.

Commissioner Polanski questioned what areas were included in the San Francisco Bay Area Region. Staff Reliford stated it includes the nine county region. Commissioner Iloreta questioned if the Commission is limited to the proposed budget of \$530. Staff Reliford explained that the budget is prepared very early and the Commission has missed the date to propose additional funding. He also added if the Commission would like to request additional funding next year, staff can include the request in the next Fiscal year budget.

MOTION to Note, Receipt and File.

M/S: Polanski, Iloreta Ayes: 10

5 MINUTE BREAK

Public Hearing

b. Review Proposed Community Preservation Ordinance & Related Zoning Ordinance Amendment

During the FY 1998/99 City Council Budget Hearing, the City Council directed staff to conduct public meetings to obtain input regarding a Community Preservation Ordinance for the Community Advisory Commission's review and the City Council's consideration. Enclosed in the Commission's agenda packets was a staff report which summarizes the process which lead to the development of the Ordinance. The Ordinance was developed in response to: (1) comments received from a series of five public meetings which were held in November 1998, December 1998; March, 1999; and (2) contacts (e-mail, telephone calls and correspondence) from Milpitas residents. Enclosed in the CAC's agenda packets were the proposed Community Preservation Ordinance and a related Zoning Ordinance Amendment.

Chair Mandal requested Commissioners to hold questions until after they have heard the staff report and public hearing. He also invited members of the audience to address the Commission after staff gives a presentation.

Cheryl Jackson, Neighborhood Services Manager reviewed the item for the Commission. She thanked the over 360 Milpitas residents who participated in this process by attending one or more of the five Community Meetings, submitting e-mails and or by placing telephone calls to City staff. She also thanked the Chamber of Commerce for efforts in publicizing the Community Meetings and also thanked the Milpitas Post for the numerous community service ads and editorials regarding the City's efforts. In addition, she thanked Planning Commissioner, Gurdev Sandhu for translating the meeting notices for the Indian Community, Senior Advisory Commissioner, Steve Lu for translating the notices for the Chinese Community and also Senior Housing and Neighborhood Preservation Specialist, Gloria Anaya for translating the meeting notices into Spanish. Notices of the Community Meetings were mailed to all Milpitas residents, placed in all City facilities, City Library, Cable Channel 6, and on t! ! ! ! ! he C ity's Web Site.

Ms. Jackson introduced the City staff Community Preservation Team and explained how this effort was truly a collaborative effort between City departments. She also noted all City staff members attended all five Community Meetings. Ms Jackson explained tonight's meeting is to provide the public an opportunity to comment on the draft Ordinance. Ms. Jackson stated comments from this meeting will be forwarded to the City Council for it's consideration on Tuesday, May 18, 1999.

Ms Jackson reviewed the public hearing process for the public.

MOTION to open the public hearing

M/S: Washburn, Polanski Ayes: 10

Robert Sallade, 169 Autrey Street, requested to use as much time as needed due to his full descent of the entire Ordinance; felt it is not the City's right to provide protection for property values; this is designed for and the protection of any who wants to speculate on properties in Milpitas. He expressed concern with the term unsightly appearance; he asked who considers it to be unsightly; concerned with the provision allowing the City Manager to petition the court to triple the amount owed for Abatement and place a lien on residents property.

Wayne St. Charles, 204 Smithwood Street, expressed concern regarding the proposed Ordinance and stated he felt the City wanted a home owners association. He felt the Ordinance is written with too many unclear situations; giving the City too much control over the residents; would violate the rights of the citizens of the City; will create hostile

neighborhoods; City is taking away a persons freedom of choice; when the government starts telling the people how they should live, it is apparent the government is becoming a dictatorship. He stated the City should look at their own faults before coming down on the residents; reminded the Commission that residents are voters; explained the majority of residents have busy lives and do not have time to complain about other residents properties. He added, if this Ordinance is approved, he will seek an injunction to stop the Ordinance and seek the legal advise of the District Attorney of the Santa Clara County; suggested the City review, rewrite and clarify many codes in the Ordinance prior to approval.

Cindy Winters, 254 Smithwood Street, expressed concern regarding page 7, major and minor repairs; husband has knowledge and tools to repair cars and boats; they do not have the money to send vehicles out for repair; questioned if there will be a general fund to help finance these repairs. She also expressed concern with not permitting repairs of other vehicles unless living at the same address; husband assists family members with vehicle repairs; questioned what is unsightly appearance; felt the Ordinance has gone overboard.

Dale Luck, 1881 Ellwell Drive, expressed concern with the Ordinance and feels it violates a sense of community; concerned with vehicle repair restrictions; questioned if the landscape portion does not allow a composting pile which is environmentally friendly; concerned with not being allowed to park vehicle on front lawns; washes car on lawn to conserve water. He stated the City is violating the freedom of residents.

Byron Winters, 254 Smithwood Street, stated he is not in favor of the proposed Ordinance; the Ordinance is allowing neighbors to rule the neighborhood; the community should not have the authority to dictate landscaping; stated home owner associations reduce property value by 8-12%; 19 year resident and has not seen a need for this type of Ordinance; very vague Ordinance with no guidelines; poorly written and stated he will be very upset if this Ordinance passes; Ordinance proves someone is greatly removed from the Community in which they live.

Pieter Hoex, 551 N Park Victoria Drive, stated he is a 28 year resident and up until recently he has got along with neighbors; current neighbor has an over abundance of furniture and is now stacked on the front lawn covered with blue tarps; unable to reason with neighbor; abandoned cars in driveway. He stated he has received comments that he lives in the slums; keeps house clean and despises someone living next door that doesn't care; feels the City does have a duty to make life a little bit more equitable for everybody around; not concerned with property values; wants to have a decent neighborhood.

Linda Gray, 2021 Conway Street, distributed a typed copy of the current

City of Milpitas Excessive Noise Ordinance to the Commission. She explained to the Commission that she has repeatedly asked the City why we have an Ordinance for dogs and not screaming children; no daytime noise code; repeatedly has contacted the Police Department; Police cannot enforce because there is no daytime noise Ordinance. She expressed concern and felt the City needs a noise Ordinance to include humans; ear damage is permanent and irreversible.

Neil Mackenzie, 473 Mathews Court, president of the Sunnyhills Neighborhood Association, stated for years they have been lobbying for an Ordinance like this; do not have total freedom on property regardless to this Ordinance; neighbors can be inconsiderate no matter how much you talk to them. He expressed concerns in his neighborhood with vehicle repairs and problems with rental properties where property owners live out of state and are not taking care of residence.

Joseph Byrne, 2052 Tiny Street, felt the draft Ordinance restricts residents freedom, however, also affects the general aesthetics, property values and general comfort of living in this City; needs a balance; look closely at the language. He expressed his endorsement of the idea of the Ordinance, however, has concerns with some of the Communities issues; does not address recreational vehicles; felt neighborhoods are not appropriate for parking of these types of vehicles.

Robert Selover, 1725 Butano Drive, resident since 1970; distributed a letter expressing concerns for recreational vehicles use, storage, ingress and egress from owner's residence to the Commission; expressed concern for abandoned homes in the City and also weed abatement. In addition, he also added he would like to recreational vehicles exclude from the Ordinance or at least allow three days to load, clean and/or unload recreation vehicles at residential properties; does not agree with comparing recreational vehicles with commercial vehicles; taxes are not as high.

Lori Isch, 250 Fairmeadow Way, expressed support for individual rights, however, feels a balance is needed due to the effects on other individuals; suggested adding a little more detail, feels Ordinance is fair, basic and will benefit the Community. She also stated coworkers did not recommend Milpitas as a residence, however, she liked the developments and the geographic location and would like to keep high pride in the Community.

Shaishav Vahia, 1523 Braly Avenue, stated he has a noise problem in his neighborhood; several people living in the garage; conducting band practice. He stated he started a neighborhood watch program and is currently the coordinator; City has sent letters to neighbors but it has not helped; no daytime ordinance allows this noise; for few people, we need Ordinances; feels strongly of this type of ordinance and feels this City can be the first.

MOTION to close the public hearing

M/S: Polanski, Iloreta Ayes: 10

Chair Mandal asked Commissioners to please direct questions to staff rather than the public. Commissioner Maglalang questioned the item on page 4, item 2; can the City specify what an unreasonable period of time is. Assistant City Attorney, Patrick Whitnell explained this issue has been raised by staff in drafting this Ordinance. He explained it is very difficult to specify a particular time limit. Mr. Whitnell stated it depends upon the particular facts of the situation. Commissioner Maglalang expressed his concern regarding City staff making a judgment call rather than having detailed time frames. Mr. Whitnell explained that part of the Ordinance allows the property owner an opportunity for an administrative hearing before the City Manager to contest staffs judgment. He also added to make this Ordinance effective, he has suggested very strongly to staff to not specify time lengths and criteria. Commissioner Maglalang referred to the City's current ordinances which gives specific time frames and felt uncomfortable with not including them in the proposed Ordinance. Mr. Whitnell stated if the Commission recommends to City Council to make this change and the City Council directs staff accordingly, staff will do so.

Chair Mandal questioned staff why the noise issue has not been addressed in the Ordinance. Commander Lawrence responded that the Police Department looks at each specific noise incident. He added there are currently Penal Codes sections and Vehicle Code sections that deal with noise. Mr. Lawrence stated you must have specific and malicious intent by the person who is creating the noise. He explained officers approach the individual and request compliance, however, if it is an ongoing occurrence a citation may be issued. Commissioner Garcia questioned if it would be helpful to add language to the Ordinance to assist the officers with enforcement rather than just judgment. Mr. Lawrence stated if the City had something to assist with day time noise, the Police Department would have no problem working with an Ordinance and could give them more leverage for enforcement.

Commissioner Robinson explained he supports Commissioner Maglalang's comments and questioned why time standards cannot be enforced. He questioned why there is a differentiation for businesses and residential. Mr. Whitnell explained what is a nuisance in an industrial area has to be in a greater magnitude than what would affect a well maintained neighborhood. Commissioner Robinson stated he would like to see a matrix specifying times for industry and residents.

Commissioner Iloreta thanked the public for attending this evening, summarized the speakers responses and stated he felt the Ordinance needs a balance. He stated he is uncomfortable with the unreasonable time period

and felt the Ordinance still needs some fine tuning.

Commissioner Garcia applauded the public for comments received and felt a sense of Community. He stated he would like to see the noise Ordinance addressed; applauds the major auto repairs section, however, more clarification on minor repairs; clarification on recreation vehicles and specify time limits in residential areas; time limits could be placed in some areas of the Ordinance. He also applauded staff for compiling the Ordinance.

Commissioner Managbanag expressed concern with people living in garages in regards to public safety.

Commissioner Maglalang requested staff to include definitions of titles and chapters. He also questioned staff about the procedure of abatement; suggested staff handle the disputes rather than causing neighbors to dislike one another. Ms. Jackson stated Commissioner Maglalang's suggestion is for increased staffing which is subject to City Council's consideration and also implementation of this plan. She stated staff will note and forward with the budget recommendation.

Commissioner Mandal questioned how maintenance and nuisance is defined. Ms. Jackson explained the intent of the Ordinance is anything visible from the street. Commissioner Mandal also questioned the vehicle repair section of the Ordinance which states specifically any vehicle repairs conducted at a residence, the vehicle must be registered to home owner. Mr. Whitnell stated he has reviewed the provision and explained the language is ambiguous and will further clarify.

Commissioner Washburn thanked everyone for coming and stated that the intent of the Ordinance is to improve Milpitas. She stated she has lived here for 28 years and feels things have gone down hill.

Commissioner Polanski asked for clarification in regards to noise, recreation vehicles and trash containers. She also thanked the public for participating in the process and stated she felt everyone has pride in the community and we need to find a fair way to all live together.

Commissioner Johansen thanked the public for coming and stated everyone has different standards, however, we must meet in the middle. She expressed concern regarding time specifics, vagueness of words and does not want restrictions for other individuals vehicle repairs at residential properties. She also stated she would like to see a recreation vehicle ordinance.

Commissioner Pham thanked the public for attending and volunteering their time to better our Community for our children to enjoy. She also felt the Ordinance should be written in a language that normal people can use. Commissioner Pham stated the vehicle repair section should not be so

specific, people who abuse this know who they are. She stated the main focus is to have a place where we live and love; she is thankful for living here.

Commissioner Cook thanked the Community for attending and stated their attendance is very important to the Community. He stated he has been a resident for 25 years and is very proud of Milpitas.

Ms. Jackson explained the drafting of the Ordinance has been a team effort and thanked her colleagues for attending and insuring accurate information is distributed to the public. She clarified the City does regulate noise from the hours of 10p.m. to 7a.m. and there have been no discussions about noise in non residential areas.

Commissioner Iloreta questioned if the Commission can categorize sections which effect health and safety. Ms. Jackson explained this Ordinance will be forwarded to the City Council for consideration and it is important for the Commission to specify what changes are to be recommended to City Council.

Commissioner Robinson stated the Ordinance does not address consideration of people with disabilities. Ms. Jackson explained this would be part of the implementation process to the City Council and provisions would be considered.

Commissioner Polanski suggested changing the name of the Ordinance. She stated the word Preservation means historical and does not reflect Community pride.

MOTION to recommend to the City Council to rename the Proposed Ordinance to reflect Community Pride; recommend approval of an Ordinance of this nature, including clarification of "unreasonable amount of time"; clarification of ambiguous language regarding residential vehicle repairs and not recommend including recreation vehicles in this Ordinance

M/S: Polanski, Washburn

Chair Mandal questioned the need for changing the wording within the Ordinance and the Commission may want to consider an additional motion regarding noise. Commissioner Polanski stated her recommendation is more general rather than changing specific legal terminology. Staff Jackson stated the issue of time period is an issue which staff has discussed with the City Attorneys. She stated the attorneys strongly recommend using this language in the Ordinance. Ms. Jackson asked the Commission to consider including in their recommendation to the City Council that the language remain in terms of unreasonable amount of time, however, the Council may direct staff to further define what it is in an implementation plan. She stated the implementation plan will also come before the Commission for review and to the City Council for consideration. Ms. Jackson explained in

addition to the Commission's recommendation, staff will incorporate recommended language changes to the City Council ! ! ! ! il.

Commissioner Cook questioned the reason for leaving out the recreation vehicles from the motion and where will it fit in. Commissioner Polanski stated it is her understanding that this will be forwarded as a separate issue.

Commissioner Polanski reminded the public that written comments will still be accepted and the City Council will also be holding another public hearing on Tuesday, May 18, 1999. Ms. Jackson added, attached to the proposed Ordinance is a listing of important dates and also information as to where comments can be mailed, e-mailed or telephoned to staff.

Chair Mandal questioned if the Commission felt timelines should be included in the motion. Commissioner Robinson stated he felt it should be included. Commissioner Polanski explained her recommendation to the City Council is to review and make the unreasonable amount of time more specific rather than the Commission determining these timelines. Commissioner Maglalang stated the reason he raised this concern is due to the existing specifics of the City's current Ordinance. He questioned why the new Ordinance cannot reflect times in the same manner.

Commissioner Garcia questioned if noise is considered in the motion. Commissioner Polanski stated she did not wish to include this in her motion.

VOTE ON MOTION: Ayes: 10

Commissioner Polanski suggested if the Commission has concerns regarding noise; agendize this item for a later meeting. Chair Mandal questioned staff why noise was not covered in this proposed Ordinance. Ms. Jackson responded noise was not covered; during staff discussions from comments received from residents, the City currently has the proper tools to address this issue and residents have been very responsive.

Commissioner Garcia felt there is a lot of resident concern on the noise issue and is interested in reviewing the current Ordinance.

MOTION to direct staff to bring back the current City's Noise Ordinance for Commission's review at an appropriate time

M/S: Polanski, Johansen Ayes: 10

Chair Mandal questioned if there were any additional questions regarding the Community Preservation Ordinance.

Chair Mandal then reviewed the Zoning Amendment item for the Commission. Commissioner Iloreta questioned if the amendment applied to the amount equal to the width of the garage in the case that the garage does not face the street. Associate Planner, Annelise Judd explained that

the front yard paving limitation is only the required front yard; the portion of the front yard that is in front of the face of the garage. She clarified most of the driveway is behind your front set back line and there would be no paving restrictions to that area. Ms. Judd drew a sketch to demonstrate to the Commission. Commissioner Maglalang questioned if a house is an L-shape and a resident decides to complete a room addition equal to the length of the garage, would this be restricted. Ms. Judd stated the addition would be permitted under the Ordinance because it is still behind the set back line of the property.

MOTION to approve the item as submitted and forward to the Planning Commission and City Council

M/S: Maglalang, Iloreta Ayes: 10

XI. Adjournment

The meeting was adjourned at 9:05p.m.to the June 2, 1999, meeting.

Respectfully submitted,
Ali R. Schneider, Recording Secretary

CITY OF MILPITAS COMMUNITY ADVISORY COMMISSION CITY COUNCIL CHAMBERS UNAPPROVED MINUTES JANUARY 6, 1999

I. Call to Order and Roll Call

Chair Cook called the meeting to order at 7:00 p.m. Present were Commissioners Chua, Cook, Desai, Iloreta, Rose, Managbanag, Maglalang, Lalwani, Washburn, and Mandal. Alternates present were Polanski and Pham.

II. Seating of Alternates

All Commissioners present.

III. Pledge of Allegiance

Chair Cook led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Mandal; Managbanag Ayes: 10

V. Approval of Minutes

MOTION to approve the Minutes of November 5, 1998.

VI. Announcements

Commissioner Chua thanked the Commission and expressed her enjoyment serving on the Commission over the past four years.

Commissioner Lalwani invited the members of the Commission to the Martin Luther King Jr. - Good Neighbor recognition breakfast on January 18, 1999. Commissioner Lalwani has been chosen as one of this year's recipients.

Commissioner Mandal and Commissioner Washburn thanked Commissioners Chua and Rose for their continued support and they will be missed.

Commissioner Chua welcomed Councilmember Jose Esteves as the new Liaison.

Commissioner Rose announced he did not request to be re-appointed and tonight would be his last meeting.

VII. Citizens Forum

Chair Cook invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

. City Council

Councilmember Jose Esteves stated he is honored to serve on this Commission as Liaison due to his past appointment as a Commissioner. He also recognized each member of the Commission as a community leader and acknowledged several of the Commissioners for recent accomplishments.

Councilmember Esteves gave a brief summary of the City Council actions at its meeting of January 5, 1999, as follows:

- Approved 15 homes to be built along Piedmont Road.
- Considering adoption of a Gun Control Ordinance.
- Smart City 2000, Y2K compliant project.
- Approved a logo for the 237/880 project.
- Awarded a construction contractor for Fire Station #1.
- Reviewing new City Hall designs, upcoming meeting will be held on January 12, and encourages all to attend.
- Great Mall Tower discussions are ongoing.

IX. Old Business

None

X. New Business

- . Community Development Block Grant (CDBG) Process: FY 1999-2000**

The Community Development Block Grant (CDBG) Process for FY 1999-2000 will begin January 4, 1999. Advertisement for proposals have been placed in the Milpitas Post and San Jose Mercury which states 30-day opening period for applications (January 4, to February 4, 1999). The CAC public hearing date has been set for March 3, 1999, and the City Council public hearing on April 6, 1999. The agenda packet and the CDBG proposals will be sent to Commissioners several weeks in advance of the hearing date. Staff will also prepare the Draft Action Plan for City Council's review and adoption which outlines the City's goals and objectives for CDBG funding during the next fiscal year.

Staff Liaison Reliford indicated the total amount received for the Community Development Block Grant (CDBG) FY 99/00 is \$682,000.

MOTION to Note, Receipt and File.

M/S: Mandal/Washburn Ayes: 10

b. Commissioners' Recognition Dinner

This years Commissioners' Recognition Dinner will be held on Thursday, February 18, 1999, at the Sheraton Hotel on Barber Lane. Dinner will be served at 7:30p.m.

MOTION to Note, Receipt and File.

M/S: Iloreta; Mandal Ayes: 10

c. Rescheduling the CAC Meeting on December 1, 1999.

The CAC meeting on December 1, 1999, is the same date and time as the Annual Tree Lighting and Community Sing-Along. Staff recommends the CAC reschedule their meeting of December 1, 1999, to December 8, 1999, in order to allow the CAC members and the public to participate in the tree lighting event.

Alternate Polanski recommended canceling the December 1999, meeting due to a busy time of year and a conflict with her other professional obligation on the same date.

MOTION to reschedule the December 1, 1999, meeting at 7:00p.m. to December 8, 1999, at 7:00p.m.

M/S: Washburn;Maglalang Ayes: 10

Prior to adjournment, Commissioner Maglalang requested an item be placed on the agenda for February. He suggested the CAC develop some short term and long term goals to give the Commission further direction for the upcoming year.

XI. Adjournment

The meeting was adjourned at 7:45p.m. to the February 3, 1999, meeting.

Respectfully submitted,
Ali R. Schneider, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
NOVEMBER 5, 1998**

I. Call to Order and Roll Call

Chair Cook called the meeting to order at 7:00 p.m. Present were Commissioners Chua, Cook, Desai, Iloreta, Rose, Managbanag, and Maglalang. Commissioners absent were Lalwani, Washburn and Mandal.

II. Seating of Alternates

Chair Cook introduced and welcomed the new Alternate, Marie Pham. Alternate Polanski and Pham were seated. (Commissioner Mandal arrived at 7:05 p.m. and was seated.)

III. Pledge of Allegiance

Chair Cook led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted. M/S: Rose; Maglalang
Ayes: 10

V. Approval of Minutes

MOTION to approve the Minutes of October 7, 1998. M/S: Polanski; Desai
Ayes: 10

VI. Announcements None

VII. Citizens Forum

Chair Cook invited members of the audience to address the Commission on any item not on the agenda.

There were no requests.

VIII. Liaison Reports

. City Council

Councilmember Lee announced this is her last meeting as Liaison, however she will continue to participate throughout the upcoming Community Meetings. Commission expressed their gratitude and thanked Councilmember Lee for her continued support and assured her she would

continue to be in the City's heart.

IX. Old Business None

X. New Business

. Community Development Block Grant (CDBG) Workshop Agenda

Staff Liaison Felix Reliford welcomed all in attendance and proceeded with the presentation. Staff Gloria Anaya reviewed the application process.

- . Purpose and Intent of Community Development Block Grant Workshop**
- B. Primary Objectives of CDBG Program**
- C. National Objectives**
- D. Low and Moderate Income Persons**
- E. Eligible Activities**
 - Public Services
 - Housing Activities
 - Public Facilities
 - Economic Development
 - Others
- F. Program Administration**
- G. Ineligible Activities**
- H. Use of CDBG Funds -Public Services**
 - Non-Public Services
 - Program Administration
- I. City of Milpitas CDBG Priorities -Public Services**
 - Non-Public Services
- J. Key Elements of CDBG Application Submittal**
- K. Other Questions to Consider**

Commissioner Chua questioned how staff monitors grant recipients to serve a required percentage of Milpitas residents and if this is verified prior to funding. Staff Anaya stated there is no verification prior to funding, however, staff monitors quarterly reports and has unannounced site visits.

Commissioner Chua also questioned how staff handles incomplete applications. Staff Anaya responded the purpose of this Workshop is to assist applicants in submitting complete, accurate and on time applications. In addition, she explained if an incomplete application is received prior to the deadline, staff will review and contact applicant to make changes and

return before the deadline. Commissioner Desai stated the accuracy and submittal of the application is the responsibility of the applicant, not staff.

Commissioner Polanski requested staff to have the tally sheet in the same order as the presentations at the upcoming Community Development Block Grant (CDBG) application review.

Commissioner Desai requested staff to include the minimum approval amount of \$5,000 on the application.

Commissioner Chua thanked all the applicants for attending.

Break 10 Minutes

Chairperson Payne reconvened the meeting at 8:40 p.m.

b. Holiday Social

In the past, the CAC has held a holiday potluck and decorated the tree in the City Hall lobby. Normally, the holiday social and tree trimming has occurred the week after Thanksgiving in order to be completed by the City's Annual Tree Lighting Ceremony. Due to the Thanksgiving Holiday at the end of November, staff recommended the holiday social be held on Sunday, November 29th or Monday, November 30th at 3:00 p.m.

MOTION to hold the Holiday Social on Sunday, November 29, 1998, at 3:00 p.m.

M/S: Rose; Polanski

Ayes: 10

c. CAC Meeting on December 2, 1998

The CAC meeting on December 2, 1998, is the same date and time as the last Community Meeting to be held at the Milpitas Police Department Community Room at 7:00 p.m. The Commission may wish to consider canceling their December meeting based on the number of meetings held in November (CDBG Workshop and four Community Meetings) and staff will be analyzing the input and comments obtained from the Community Meetings. If the CAC desires to hold a December meeting, staff will provide the available dates at the meeting.

MOTION to cancel the December 2, 1998, CAC meeting.

M/S: Polanski; Iloreta

Ayes: 10

XI. Adjournment The meeting was adjourned at 8:47 p.m. to the January 6, 1999, meeting.

Respectfully submitted,
Ali R. Schneider, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
OCTOBER 7, 1998**

I. Call to Order and Roll Call

Chair Cook called the meeting to order at 7:00 p.m. Present were Commissioners Chua, Cook, Desai, Iloreto, Rose, Washburn, Managbanag, and Maglalang. Commissioners absent were Lalwani and Mandal. Alternates absent were Polanski.

II. Seating of Alternates

None in attendance.

III. Pledge of Allegiance

Chair Cook led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Iloreto, Maglalang Ayes: 8

V. Approval of Minutes

MOTION to approve the Minutes of September 2, 1998.

M/S: Desai, Iloreto Ayes: 8

VI. Announcements

Staff Liaison Felix Reliford distributed the CDBG Workshop notice scheduled for November 5, 1998, and announced it will be advertised in the Milpitas Post, City web site, Cable Television and will be sent to 465 +/- local groups and organizations. In addition, he distributed the Community Meetings notice and reminded Commissioners to mark their calendars for the dates and locations indicated on the notice. Commissioner Desai requested copies of existing ordinances be available at the Community Meetings. Councilmember Lee expressed the importance of the Commissioner's involvement in the upcoming meetings, and encouraged them to attend as many meetings as possible.

Commissioner Chua along with Alternate Polanski attended the Sunnyhills Breakfast and explained the collaboration of efforts with the upcoming Community Meetings and the Sunnyhills Improvement.

(Commissioner Lalwani arrived at 7:06p.m. and was seated.)

(Alternate Polanski arrived at 7:09p.m. and was seated.)

VII. Citizens Forum

Chair Cook invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

. **City Council**

Councilmember Lee gave a brief summary of the City Council actions at its meeting of October 6, 1998, as follows:

- City Council selected a sub-committee for the future Civic Center: Mayor Manayan and Councilmember Dixon.
- Santa Clara District reported the need of a 2/3 public vote to begin preventative maintenance to City creeks.
- Council received a request from the Arthritis Class Participants at the Milpitas Sports Center to enclose the yard pool. Staff will provide Council with a report on revamping and/or placing an indoor bubble over the pool. In the meantime, staff has inquired about use of the Embassy Suites indoor pool.
- Approved \$500,000 plans to repair Calaveras Ridge Sewer due to 98 floods.
- Candidate's Forum tomorrow October 8, 1998, @ 7:00p.m.

IX. Old Business

. **Community Preservation Ordinance - Video Presentation**

As part of the upcoming Community Meeting on November 12, 1998, staff has prepared a draft video to present at the meeting to identify some of the code enforcement issues that have been problematic to the City in the past several years. The purpose and intent of the video is to identify those issues that may be addressed in the future.

Sr. Housing & Neighborhood Preservation Specialist, Gloria Anaya presented the draft video to the Commission. Commission thanked staff for a job well done. Staff Liaison, Felix Reliford explained that staff was careful not to include specific streets or addresses and chose a wide range of issues. Commissioner Rose expressed his concerns with an ordinance requiring home owners to complete repairs which would incur costs. Councilmember Lee explained over the next few months the community meetings give CAC the opportunity to discuss and propose a new ordinance to City Council.

Note, Receipt and File.

b. **Community Development Block Grant (CDBG) Workshop-Draft Background Information**

Staff has prepared the draft background information that will be included in the CAC agenda packet for the CDBG Workshop on November 5, 1998.

This information will be useful to the CAC during the public hearing process and CDBG Program and requirements to obtain funding. Staff Liaison Reliford reviewed the background information included in the CAC packet.

Staff Liaison Reliford asked the Commission if they would like to combine the November 4, 1998 regularly scheduled meeting with the CDBG Workshop meeting on November 5, 1998.

MOTION to reschedule the November 4, 1998, CAC meeting to combine with the CDBG Workshop on November 5, 1998, and directed staff to prepare the appropriate notifications.

M/S: Lalwani, Polanski Ayes: 10

X. New Business

. Neighborhood Grants Program

The City of Milpitas recently received information regarding a Neighborhood Grants Program sponsored by Community Foundation of Silicon Valley. The grant program provides up to \$5,000 to neighborhood groups and organizations that build communities and empower residents to take control of their neighborhoods. The grants can be used for community projects involving youths, public safety, street fairs, multi-cultural arts events, economic development, leadership development, etc.

Staff has forwarded copies of the grant program and application to several neighborhood groups and organizations. Mrs. Julie Dean, a representative from Community Foundation Silicon Valley has requested an opportunity to provide a presentation on the Neighborhood Grants Program to the Commission.

Staff Liaison Reliford introduced Mrs. Julie Dean to the Commission. Mrs. Dean gave a brief review of the history of the Foundation and gave the Commission an opportunity to ask questions.

XI. Adjournment

The meeting was adjourned at 8:04 p.m. to the November 5, 1998, meeting.

Respectfully submitted,
Ali R. Schneider, Recording Secretary

**City of Milpitas
Community Advisory Commission
City Council Chambers
June 3, 1998**

UNAPPROVED MINUTES

I. Call to Order and Roll Call

Chair Cook called the meeting to order at 7:00 p.m. Present were Commissioners Chua, Desai, Illoreta, Lalwani, Rose, Washburn. Alternates present were Maglalang and Polanski. Absent were Commissioners Mandal and Managbanag.

II. Seating of Alternates

Alternates Maglalang and Polanski were seated. (Alternate Maglalang was seated permanently due to the resignation of Commissioner Panoringan.)

III. Pledge of Allegiance

Chair Cook led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted. M/S: Rose, Polanski
Ayes: 9

V. Approval of Minutes

MOTION to approve the Minutes of April 1, 1998.

M/S: Desai, Washburn
Ayes: 9

VI. Announcements

Staff Liaison, Bonnie Greiner, distributed a flyer outlining the activities for the City's Star Spangled 4th of July celebration. Ms. Greiner stated the Budget Hearings will be held on June 9th starting at 6:30 p.m., in the Council Chambers. Further, the CAC's request for funding to implement the Neighborhood Beautification Program will be presented at the meeting. Ms. Greiner stated staff had received a letter from Commissioner Panoringan submitting his resignation effective immediately.

Commissioner Lalwani invited the Commissioners to attend the Yuh Band Performance on June 13th, 10:00 a.m. to 3:00 p.m., at the Community Center. Commissioner Illoreta invited the Commissioners to attend the Fil-Am Association's Filipino Fiesta, June 6th, 2:00 p.m. to midnight, at the Community Center. Commissioner Chua invited Commissioners to stop by her new real estate office and submit their names in a drawing to win a hot air balloon ride.

VII. Citizens Forum

Chair Cook invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

. City Council

Councilmember Lee thanked the Commissioners who attended the Recognition Dinner. She then gave a brief summary of the City Council actions at its meeting of June 2, 1998, as follows:

- The request from Calvary Assembly of God Church to have 4 acres removed from the hillside to the valley floor and the changes to the Scenic Corridor map and text were approved on a 3/2 vote.
- 4-way stops signs will be installed at Dundee/Angus and Piedmont/Calaveras. No parking signs will be installed on Downing Road at Old Calaveras.
- An Urgency Ordinance was adopted imposing a temporary moratorium on annexations, General Plan Amendments, rezonings, and tentative maps in the Hillside Planning Area. A public hearing has been scheduled for July 7, 1998.
- Approved plans and specifications for the Hetch Hetchy Park Trail.

b. City Attorney's Office

Assistant City Attorney, Patrick Whitnell, addressed the Commission giving an overview of the Brown Act and Robert's Rules of Order. Mr. Whitnell distributed a memo outlining the provisions of the Brown Act. The following areas of the Brown Act were discussed:

- Ensures the public's business be conducted publicly.
- Applies to members of the legislative and advisory bodies of a government agency.
- The agenda must be posted 72 hours prior to the meeting.
- Commission cannot take action on items not on the agenda.
- If six or more Commissioners discuss a pending matter at a social function, this could be a violation, as the discussion took place outside of a noticed public meeting and without public input; the Brown Act wants opinions in public, not "behind closed doors."
- Questions regarding a violation should be brought to the attention of the City Attorney or the District Attorney.

Mr. Whitnell then presented an overview of the Robert's Rules of Order:

- Agenda -- noticed 72 hours (Brown Act requirement) before the meeting. The agenda must be followed in order and reflected in the minutes. The order of the meeting can be changed before the start of

the meeting with the Chair announcing any changes at the beginning of the meeting.

- **Main Motion:** Must be seconded (if not, motion dies). The second does not have to agree with the motion - this is merely for discussion purposes. Until the Chair states the motion, the maker has the right to modify the motion or withdraw it entirely. After the motion has been stated by the Chair, the motion becomes the property of the commission. Following the discussion (debate), the Chair calls for the question (vote) and the Chair announces the result of the vote.
- **Amending a Motion (change wording):** The person amending a motion asks the maker of the motion if he/she would be willing to change the wording to, "[state change]." The maker then responds to either accept or not accept the modification. If the maker of a motion modifies it before the question is stated, a person who has seconded it has the right to withdraw the second; but if a modification is accepted as suggested by another member -- either before or after the motion as been seconded -- the suggester has in effect seconded the modified motion, so that no other second is necessary. If the amendment is not seconded, the original motion is acted on.
- **Public Hearing procedure:** Chair opens the meeting and invites the public to speak. A motion to close the public hearing and a second are required after comments.
- **Chair can limit a lengthy discussion between Commission members** by stating, "Debate to Close." Chair then calls for the motion to close the debate, a second, and the Chair restates the motion, and the vote is taken.

Commissioner Maglalang suggested copies of the Robert's Rules of Order, the Brown Act and the CAC bylaws be included in new Commissioner packets. Mr. Whitnell was asked to briefly outline the Robert's Rules of Order in a memo for future reference.

MOTION to agendize Commissioner Maglalang's suggestion for discussion at the August 5, 1998, meeting.

M/S: Washburn, Polanski

Ayes: 9

c. New Business

- . **Cancel July Meeting** Chair Cook read the item.

MOTION to cancel the July 1, 1998, CAC meeting and directed staff to prepare the appropriate notifications.

M/S: Lalwani, Illoreta

d. Adjournment

Prior to the adjournment, Councilmember Lee informed the Commission that Felix Reliford would be the staff liaison as of the August meeting. Mrs. Lee stated that Ms. Greiner would remain as a liaison until the end of the calendar year. Comments of concern were expressed by the Commissioners as they felt they were just getting started in a new program and now "the rug was being pulled out from under them again."

Councilmember Lee also distributed a copy of a letter from Sandi Zappa, For K.I.D.S., regarding the Internet pornography issue in which Supervisor Pete McHugh's name, as well as her name, was used. She stated the information in the flyer was incorrect and she and Supervisor McHugh were disturbed with the information printed.

The meeting was adjourned at 8:20 p.m. to the August 5, 1998, meeting.

Respectfully submitted,
Karen Quimby, Recording Secretary

**City of Milpitas
Community Advisory Commission
City Council Chambers
April 1, 1998**

UNAPPROVED MINUTES

I. Call to Order and Roll Call

Chair Cook called the meeting to order at 7:00 p.m. Present were Commissioners Chua, Desai, Iloreta, Lalwani, Managbanag, Rose and Washburn. The Alternates present were Maglalang and Polanski. Absent were Commissioners Mandal and Panoringan.

II. Seating of Alternates

Alternates Maglalang and Polanski were seated.

III. Pledge of Allegiance

Chair Cook led the Pledge of Allegiance.

IV. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Lalwani, Maglalang. Ayes: 10

V. Approval of Minutes

MOTION to approve the Minutes of March 4, 1998.

M/S: Rose, Desai. Ayes: 9

(Commissioner Polanski abstained as she was absent.) Abstain: 1

VI. Announcements

Staff Liaison, Bonnie Greiner, invited the Commissioners to attend the Recreation Services upcoming Egg Stravaganza (Spring Egg Hunt) on Saturday, April 11th, at the Sports Center Football Field. Ms. Greiner distributed copies of a brochure outlining the City of San Jose's beautification program for future reference. She encouraged the Commissioners review this material, as well as the copies of literature from other cities to be mailed in mid-April, as the material relates to the May agenda regarding the Beautification Program. Ms. Greiner also announced the Recognition Dinner will be held on May 20th at the Embassy Suites Hotel.

Commissioner Lalwani invited the Commissioners to attend a reception and book reading by Shashi Tharoor, author of "India: From Midnight to the Millennium" on April 7th, 6:30 p.m., at the Silicon Valley Capital Club in San Jose. She stated she had flyers available containing additional information for anyone interested.

Commissioner Maglalang stated the Chamber of Commerce and St. John's Church will be co-sponsoring a fund-raiser on Saturday, July 25th, at Naperdak Hall, to raise funds for the replacement of the roof and restrooms at St. John's. He stated he would have further information at a later date.

VII. Citizens Forum

Chair Cook invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

VIII. Liaison Reports

a. City Council

There was no report from Councilmember Lee due to the CDBG public hearings scheduled.

b. Planning Commission

There was no report from the Planning Commission.

IX. Old Business

None

X. New Business

a. Public Hearing Review CDBG Applications

Gloria Anaya, Sr. Housing & Neighborhood Preservation Specialist, explained the process and procedures for the public hearing of the CDBG applications. The total funding available for public services is \$101,700 and \$440,700 for non public services. Ms. Anaya stated each applicant would be given three minutes for presentation and two minutes for questions from the Commissioners. She further stated the City received a total of 25 applications (21 in public

services and 4 in non public services).

Chair Cook opened the public hearing. The following representatives made presentations on behalf of their organization: Alum Rock Counseling Center, Inc., Janet Goy; Emergency Housing Consortium, **Dina Campeau**; Filipino Youth Coalition, Steve Arevalo; Friends Outside in Santa Clara County, Jennifer Tate; Project Match, Inc., Bob Campbell; Project Sentinel, Suzana Gal; Second Harvest Food Bank of Santa Clara and San Mateo Cities, Becky Murray, Senior Adults Legal Assistance (SALA), Georgia Bacil; Support Network for Battered Women, Lisa A. Breen; WATCH, Mary Rose Delgadillo; Tri-Cities Children's Centers, Kimela Tolbert, Milpitas Food Pantry, Gary Taylor; Catholic Charities/Long Term Care Ombudsman Program, Donna DiMinico; Filipino-American Senior Opportunities Development Council, Inc., Ben Menor; Jung SuWon Martial Art Wellness Center, Chase S. Lang; Indo American Community Service Center (ICSC), Pradeep Joshi; Social Advocates for Youth; Andre Burnett; Asian America! ! ! ! n Recovery Services, Inc. ("The Place"), Naomi N. Nakano-Matsumoto; City of Milpitas Senior Center, Sue Clayholt; City of Milpitas - Recreation Services, Scott Rees; Calaveras Hills 4-H Club, Dennis Martin; Economic and Social Opportunities, Inc., Don Singleton; City of Milpitas - Housing Rehabilitation Loan Program, Gloria Anaya; and City of Milpitas - Senior Housing Project, Felix Reliford.

The Catholic Charities of Santa Clara County - Shared Housing Program did not have a representative to address the Commission.

Chair Cook invited questions or comments from the audience; hearing none, he called for a motion to close the public hearing.

MOTION to close the public hearing.

M/S: Polanski, Washburn. Ayes: 10

The Commission recessed for a break and to complete the tally sheets for staff computer entry at 9:30 p.m. The meeting reconvened at 9:50 p.m. Ms. Anaya announced the results of the ranking for the public service agencies and stated the total amount was \$1,000 over the \$101,700 available. After some discussion, Ms. Greiner suggested the Commission forward its recommendation for public service agencies to the City Council, including the \$1,000 over the amount available, as the Council would be making the final decision at its April 21, 1998, meeting.

MOTION to recommend the following funding rankings in the amount of \$102,700 to the City Council for public service agencies

(see attached tally sheets).

M/S: Rose, Polanski.

Commissioner Washburn stated she would adjust her ranking to Project Sentinel and Second Harvest in order to meet the \$101,700 available.

AMEND MOTION to recommend the funding rankings with the adjustment to Project Sentinel and Second Harvest.

M/S: Washburn, Lalwani. Ayes: 10

VOTE ON THE MOTION AS AMENDED (as follows):

Alum Rock Counseling Center	\$5,000
Catholic Charities - Shared Housing	\$5,000
Emergency Housing Consortium	\$5,000
Filipino Youth Coalition	\$5,000
Friends Outside	-0-
Project Match	\$5,000
Project Sentinel	\$5,500
Second Harvest Food Bank	\$5,500
Senior Adults Legal Assistance	\$5,000
Support Network-Battered Women	-0-
WATCH	\$10,000
Tri-Cities Children's Centers	\$10,000
Milpitas Food Pantry	\$10,000
Catholic Charities - Long Term Care	-0-
Filipino-American Senior Develop. Council	\$5,000
Jung SuWon	-0-
Indo-American Community Services	\$5,000
Social Advocate for Youth	-0-
Asian-American Recovery Services	-0-
Milpitas Senior Center	\$15,000

Milpitas Recreation Services	\$5,700
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Total:	\$101,700
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VOTE: Ayes: 10

MOTION to recommend the funding rankings to the City Council for non public service agencies as follows:

M/S: Rose, Polanski.

Calaveras Hills 4-H Club	\$15,000
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Economic & Social Opportunities	\$30,000
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Milpitas Housing Rehabilitation Program	\$320,700
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Senior Housing Project	\$75,000
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Total:	\$440,700
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VOTE: Ayes: 10

XI. Adjournment

The meeting was adjourned at 10:20 p.m. to the May 6, 1998, meeting.

Respectfully submitted,
Karen Quimby, Recording Secretary

**CITY OF MILPITAS
COMMUNITY ADVISORY COMMISSION
CITY COUNCIL CHAMBERS
UNAPPROVED MINUTES
MARCH 4, 1998**

1. Call to Order and Roll Call

Vice Chair Mandal called the meeting to order at 7:03 p.m. Present were Vice Chair Mandal and Commissioners Chua, Desai, Iloreta, Lalwani, Panoringan, Rose and Washburn. The Alternates present were Maglalang and Managbanag. Absent were Chair Cook, Commissioner Ramirez and Alternate Polanski.

2. Seating of Alternates

Alternate Managbanag was seated. (Chair Cook arrived at 7:05 p.m.)

3. Pledge of Allegiance

Chair Cook led the Pledge of Allegiance.

4. Approval of Agenda

MOTION to approve the Agenda as submitted.

M/S: Desai, Mandal - Ayes: 10

5. Approval of Minutes

MOTION to approve the Minutes of February 4, 1998.

M/S: Lalwani, Washburn - Ayes: 10

6. Announcements

Staff Liaison, Bonnie Greiner, stated the City is forming a Floodplain Management Plan Committee and is requesting two Commissioners from the CAC be members. The contact person for the City is Steve Erickson from the Engineering Department. Commissioners Chua and Maglalang volunteered to represent the CAC on the committee.

7. Citizens Forum

Chair Cook invited members of the audience to address the Commission on any item not on the agenda. There were no requests.

8. Liaison Reports

a. City Council

Councilmember Lee presented a brief overview of actions taken by the City Council at its March 3, 1998, meeting:

- * Introduced an amendment to the Noise Ordinance regulating construction sites.

- * Continued the appeal of the Planning Commission's approval of the Use Permit with regard to the new Holiday Inn Express Hotel. Council expressed concern whether this is a hotel or a motel, and directed staff to provide further information.

- * Approved the installation of undulators on Calera Street, Berryessa Street, and Vasona Street.

Councilmember Lee further stated a neighborhood meeting was held on March 26, 1998, regarding the roundabouts installed at Temple/Edsel and Falcato/Edsel. A decision was made to remove the roundabouts.

Councilmember Lee invited the Commissioners to attend the Knights of Columbus Awards Dinner and Dance to be held on

March 13, at the Community Center honoring the 1998 Milpitas Citizen of the Year Deepka Lalwani, Firefighter of the Year Bill Yamada, and Police Officer of the Year Paul Brilovich. Congratulations were offered to Commissioner Lalwani by Councilmember Lee and the Commissioners.

b. Planning Commission

There was no report from the Planning Commission.

Staff Liaison Greiner asked the Commission to recognize Gloria Anaya, Senior Housing & Neighborhood Preservation Specialist, who was in the audience to address the Commission regarding the upcoming CDBG public hearings. Ms. Anaya distributed the CDBG application manuals for the Commissioners to review before the public hearings at the April 1, 1998, CAC meeting. Ms. Anaya instructed the Commission to review each of the twenty-five applications, make comments, as well as rate each application. Further, should the Commissioners have any questions to call Felix Reliford, Housing & Preservation Manager, or herself prior to the hearings. Councilmember Lee reiterated to the Commission that staff's recommendations are merely for assistance, and it is the City Council's desire to fund those agencies benefiting Milpitas 100 percent. Councilmember Lee encouraged the Commissioners to make site visits to the various agencies requesting funding. She stated the CAC's recommendations will be forwarded to the April 21, 1998, City Council meeting.

9. Old Business

a. Town Hall Meeting/ Neighborhood Beautification

Chair Cook read the item and asked for comments. Commissioner Washburn stated she felt the Town Hall Meeting was a good concept; however, she felt the Commission needed to concentrate on the Neighborhood Beautification Program and make it the Commission's goal. Commissioner Mandal stated the 1998 City Calendar states one of the CAC responsibilities is neighborhood beautification and felt the Commission needed to proceed in this direction.

MOTION to discontinue the Town Hall Meeting concept.

M/S: Rose, Chua. - Ayes: 10

Chair Cook then asked for comments with regard to the Neighborhood Beautification Program. Commissioner Rose stated he felt the Commission should be the lead. Commissioner Chua stated this was a big project and possibly subcommittees should be formed to work in several areas.

MOTION to begin work on the Neighborhood Beautification Program.

M/S: Chua, Washburn.

Discussion followed: Commissioner Mandal stated he felt the Commissioners needed to put their thoughts together, establish ideas and give to staff, and especially, not "drag our feet." Councilmember Lee stated she had copies of several ordinances from other cities and would have staff make copies for everyone. She directed the Commission to think about what they wanted to address regarding beautification/blight and suggested that each member take notes as they drive around the City, and give the suggestions/concerns to staff prior to the May 6, 1998, CAC meeting. Commissioner Washburn stated the Commission needed to move forward with this issue. Chair Cook reminded the Commissioners of the future City bus tour and encouraged them to participate. Commissioner Iloreta stated he felt the Commission should start with the "low hanging fruit" and keep moving, there are things to do now and it is important to build on that.

Gloria Anaya, Housing and Neighborhood Preservation Specialist, briefly described the Municipal Code regarding the Junk Vehicle Ordinance, the Solid Waste Ordinance and the Graffiti Ordinance.

MOTION TO AMEND THE ORIGINAL MOTION to concentrate on the upcoming CDBG public hearings for the April meeting; and, to have staff facilitate the May meeting regarding the Neighborhood Beautification Program.

M/S: Mandal, Chua. - Ayes: 10

VOTE ON THE ORIGINAL MOTION: Ayes: 10

Ms. Greiner stated she felt the citizens are ready for this program and had a copy of a recent letter published in the Milpitas Post. Ms. Greiner stated she would have copies of the letter, as well as the ordinances from other cities included in the April agenda packets. Councilmember Lee suggested the Commissioners brainstorm on ideas to get the Beautification Program out to the citizens.

10. New Business

a. Holiday Decorations Subcommittee

Chair Cook asked for volunteers for the Holiday Decorations Subcommittee to work with staff in the selection of new holiday decorations. The following volunteered to assist staff: Commissioner Iloreta, Commissioner Managbanag and Commissioner Mandal.

11. Adjournment

Prior to adjournment, Commissioner Ramirez asked to speak to the Commission, and announced that she would be resigning from the CAC as she and her husband would be relocating to Dublin in April. She thanked the Commissioners for their support over the years, and encouraged them to continue their hard work in the Neighborhood Beautification Program.

The meeting was adjourned at 8:00 p.m. to the April 1, 1998, meeting.

Respectfully submitted,
Karen Quimby, Recording Secretary